# Memorandum

Date:

June 8, 2009

To:

Northern Division

Captain Parrish

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Dunsmuir Grade Inspection Facility

File No.:

147.10516

Subject:

CHAPTER 17 INSPECTION ACTION ITEMS

This memorandum has been prepared for the purpose of informing you that the Dunsmuir Grade Inspection Facility has complied with the two action items identified in the latest Chapter 17 inspection, conducted on May 21, 2009. The two identified deficiencies consisted of ensuring that all CHP 311 inspections are completed and entered into ETRS. The second item identified was to ensure that all quarterly training and monthly range shoots are conducted and entered into ETRS. Both of these action items have been completed.

As always, it has been my pleasure to assist you in completing these action items, ensuring that we are in compliance with departmental policies and procedures. If you have any questions or concerns, please feel free to contact me at (530) 926-2425.

D. JØRDAN, Lieutenant

Commander

#### Memorandum

Date:

June 02, 2009

To:

Dunsmuir Grade Inspection Facility

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.13322.17197.147

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Ryan Ham, Northern Division Training Officer, on May 21, 2009. The inspection revealed deficiencies that require correction. These deficiencies are identified as **Action Items**. The action items should be corrected no later than July 02, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the action items were corrected. Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

FRANK H. PARRISH, JR., Captain

tranket Parishta

Special Services Commander

Attachments

Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY	Area	Division	Number
	Dgif	Northern	147
	Evaluated By Ofc. H	łam	Date 5/21/09

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation ☑Formal ☐Informal		Suspense Date	e 07/02/09		
Follow-up Required	⊠ Correction Repo	rt			
⊠Yes □No	by	Commander's	Review	Date	-
1. COMMAND INVOLVE	EMENT	Evaluated	Action Required	Corrected	
Does the command achieve the lowest pos				⊠Yes	□No
(1) Does the comma including use of force	ander stress important e?	ce of proper enforce	ment tactics,	⊠Yes	□No
(2) Does the safety	record of the comman	d reflect awareness	of proper tactics?	⊠Yes	□No
contain comments o	·			⊠Yes	□No
<ul> <li>b. Are the commander physical methods of ar</li> </ul>		-		⊠Yes	□No
(1) Is this knowledge officers and sergean	e applied properly in c ts?	ritiques of incidents	involving	⊠Yes	□No
(2) Do the captain a	nd lieutenants maintai	n minimum level of	enforcement skills	? ⊠Yes	□No
(a) Do they attend	l officer safety training	sessions?		⊠Yes	□No
(b) If they are not	involved in officer safe	ety, what are the rea	asons?	⊠Yes	□No
2. TRAINING AND CER	TIFICATION	Evaluated	Action Required 🖂	Corrected	
a. Do training records	indicate formal trainin	g has been receive	d and certified?	∐Yes	⊠No
for proficiency in enf	t annual certification of orcement tactics, phys fety equipment (use o	sical methods of arr	est, and		
(a) Searching tech	nniques?			⊠Yes	□No
(b) Handcuffing?					
(b) Hanacaming:				⊠Yes	□No

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(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeant	s?   Yes	⊠No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	d ⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	nt ⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	e ⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) Is any pattern of training weakness apparent?	∐Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all-categories?	⊠Yes	No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? The training	provided is	
adequate and meets departmental requirements.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No

3. SAFETY EQUIPMENT	Evaluated	Action Required	Corrected	
a. Is Oleoresin Capsicum (OC) spray (personnel, captain and below, while on-	⊠Yes	□No		
(1) Is OC spray used when the need sheets when OC spray is utilized to s		ations made on book	ing ⊠Yes	□No
(2) When an officer is assaulted and a noting the use/nonuse of OC spray or		he supervisors	⊠Yes	□No
(3) Are individuals who are exposed t flushing the affected area with clear w			⊠Yes	□No
(a) Do Area patrol cars carry at lea	st two 500 mil. bottles	s of saline solution?	⊠Yes	□No
(b) Are officers/sergeants familiar v first-aid procedure?	vith the decontaminat	ion and	⊠Yes	□No
b. Are officers/sergeants familiar with th	e function of their du	ty holsters?	⊠Yes	□No
(1) Can officers/sergeants draw and fi looking at the holster, fasten the safet			⊠Yes	□No
(2) Can officers and sergeants draw, within one and a half seconds, using of		eir weapons	⊠Yes	□No
(3) Is there personal confirmation by t are unloaded prior to holster-related e		all weapons	- ⊠Yes	□No
<ul><li>c. Are officers/sergeants proficient in rel and sitting position?</li></ul>	oading their weapons	s from a standing	⊠Yes	□No
d. Do officers/sergeants routinely practic	ce with their batons?	- Co.	⊠Yes	□No
(1) Do officers/sergeants carry their ba	atons on all enforcem	ent stops?	⊠Yes	□No
(2) Can officers/sergeants successfull	y demonstrate appro	ved baton techniques	? ⊠Yes	□No
e. Does the majority of uniformed perso	nnel routinely wear b	ody armor?	⊠Yes	□No
(1) Have active steps been taken to en of the protection afforded by soft body		take advantage	∐Yes	□No
(2) Were required reports submitted to for any incidents where body armor was				
penetrating type instrument? N/A			□Yes	□No
(a) If so, did the involved officer rec	eive a complete phys	ical examination?	□Yes	□No
f. Are holsters, ammunition, magazines, case and OC spray projectors inspected appraisal?			ce Yes	⊠No
(1) Do CHP 311 forms indicate compli	ance?		∐Yes	⊠No
(2) Were deficiencies corrected within	30 days of the inspe	ction?	⊠Yes	™No
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4.	FIREARMS	Evaluated	Action Required	Corrected	
	a. Quarterly review of policy on dischar	ge of firearms compli	ed with?	⊠Yes	□No
	, (1) Do officers thoroughly understand	the policy?		⊠Yes	□No
(a) Do incidents involving firearms show proper understanding of the policy?					□No
	b. Are shoots conducted as required by	policy?		⊠Yes	□No
	(1) Have steps been taken to correct	training deficiencies?		⊠Yes	□No
_	(2) Are weapons training and mainten	ance records readily	available? Current?	. ⊠Yes	□No
	(3) Do training records show qualificate ammunition types, day/night shoots, e		d weapons,	⊠Yes	□No
	c. Does the Area have a weapons traini	ng officer?		⊠Yes	□No
	(1) Has the officer completed training	for weapons training	officers?	⊠Yes	□No
	(2) Does the officer supervise all shoo	ts?		⊠Yes	□No
	(3) Is the officer well-organized in his/	her training?		⊠Yes	□No
	(4) Is there a designated alternate to the weapons training officer?				□No
	(a) Has that officer received Academy training?				□No
d. Are range facilities adequate for revolver, pistol, rifle, shotgun and night shoots?				? ⊠Yes	⊡No
	(1) If not, has alternate training been e obtain adequate facilities?	established and plans	developed to	□Yes	□No
	(a) Do plans follow instructions for r	ange contract renego	otiations?	∐Yes	□Ño
	(b) Have future range needs been considered?				□No
	e. Is an effective inventory process for shotguns, rifles and ammunition in place?				· ∐No
	(1) Have shotguns been inventoried as	s required?		⊠Yes	□No
-	(a) Are all shotguns accounted for?			⊠Yes	□No
	(b) Is maintenance/cleaning done as	s required?		⊠Yes	□No
	(c) Are shotguns fired annually to er	nsure operable condi	tion?	⊠Yes	□No
	(2) Have tactical rifles been inventoried	d as required?		⊠Yes	⊡No
	(a) Are all tactical rifles accounted for	or?		⊠Yes	□No
	(b) Is maintenance/cleaning done as	s required?		⊠Yes	□No
	(c) Is ammunition only issued at the	range?		⊠Yes	□No
	(d) Is there adequate storage when by on-duty officers?	the weapons are not	being carried	⊠Yes	□No
	(e) Is there an effective method for o	daily assignment and	control?	⊠Yes	□No

(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
(a) Beginning inventory determined?	⊠Yes	□No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	∐Ņo
(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes_	□No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
(5) Are records kept undated as training takes place?	⊠Yes	□No
(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No

h. Procedure in place which ensures person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?   ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐				
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?				□No
(2) Is access to the ammunition stora the ammunition officer and superviso			⊠Yes	□No
i. If Area has a resident post (RP), whatraining of RP officers?	t procedures are use	d to ensure weapons	□Yes	□No
(1) If RP handles ammunition, are pr	oper accountability p	rocedures in place?	∐Yes	□No
j. Are required inspections conducted in	n conjunction with the	annual 118?	⊠Yes	□No
(1) Is a second inspection of the prim	nary firearm conducte	d every six months?	⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required	Corrected	
a. Do officers practice weaponless defe	nse?		⊠Yes	∴No
(1) Are officers familiar with the oppor	nent's five weakest po	pints?	⊠Yes	□No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?				No
b. Were demonstrations of the following	control techniques b	y officers observed:		14,81
(1) Control holds?				□No
(2) Punches?				□No
(3) Strikes?				□No
(4) Blocks?				□No
(5) Defensive kicks?				□No
(6) Defenses against grabs?				□No
(7) Defenses against weapons?	9.0		⊠Yes	No
(8) Ground defense and takedowns?	-15		⊠Yes	□No
(9) Placing and removing suspects into and from vehicles?			⊠Yes	□No
(10) Carotid hold? Note: The use of the	ne Carotid hold is c	urrently suspended	d. □Yes	□No
(a) Are officers following guidelines	for the carotid hold a	s listed in policy?	□Yes	□No
(b) Has use of excessive force awareness training been conducted?			⊠Yes	□No
c. Were observations of practical handc	uffing techniques ma	de?	⊠Yes	□No
<ol> <li>Can officers successfully apply har standing, kneeling, prone or uncooper</li> </ol>		who is	⊠Yes	□No
(2) Are all uniformed personnel knowle	edgeable of policy on	handcuffing?	⊠Yes	□No

d. Are all persons subjected to physica	I arrest searched for	offensive weapons?	⊠Yes	□No
(1) Has the local jail's experience with CHP arrests been reviewed?			⊠Yes	□No
(2) Has a demonstration of preliminary frisks and searches been observed?			⊠Yes	□No
(3) Do all officers know policy for sea	rches of the opposite	sex?	⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	
a. Do sergeants and officers have known be followed during each of the five level			l ⊠Yes	□No
b. Do officers have a constant awarene enforcement stops and when apprehen			⊠Yes	□No
(1) Were demonstrations of an enforce officers' ability to safely control the sit of the level of hazard presented?			 ∐Yes	□No
(a) Is the violator stop effectively m	ade?		∐Yes	□No
(b) Is the violator completely control	olled?		∐Yes	□No
(c) Is the prisoner properly prepare	d for transportation?		□Yes	□No
<ul> <li>c. Is there evidence of preplanning and to prepare beat officers for hostage situation</li> </ul>		ed agencies	⊠Yes	□No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?				□No
(2) Are officers aware of the need to r	maintain fire discipline	e at all times?	⊠Yes	□No
(3) Are officers knowledgeable of thei potential witnesses, control ingress are evacuate the area if required and rene	nd egress to the scen	e,	⊠Yes	□No
(4) Were various officers and supervisions (4) knowledge of the CHP role in hostage		termine their	⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
a. Are all uniformed personnel well-vers conduct of pursuits?	sed in policy regarding	g the	⊠Yes	□No
(1) Number of units?		77	⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
(3) Were pursuit critiques checked to with enforcement guidelines listed in p		uits comply	⊠Yes	□No
(a) Where noncompliance is indicat	ed, were corrective a	ictions taken?	⊠Yes	□No
b. Does the Area have written guideline with allied agencies during pursuits?	s or plans to ensure p	proper coordination	⊠Yes	□No
CHP 453S (Rev 1-96)			Ī	Page 7

(1) Are any written agreements on file	e?		⊠Yes	□No
(2) Is Division involved in the plannin	⊠Yes	□No		
(3) Does the Area have and use a pu specific needs of the command?	⊠Yes	□No		
8. FORCIBLE STOPS	Corrected	51		
a. Are Area personnel knowledgeable	egarding the policy o	n forcible stops?	⊠Yes	□No
(1) Does the Area follow departments	al policy?	Λ	⊠Yes	□No
(2) Have forcible stop reports been re	viewed for compliance	ce with policy?	⊠Yes	□No
(a) If forcible stop policy has not be action been taken or training condu		s corrective	 ∐Yes	□No
9. ROADBLOCKS	Evaluated 🖂	Action Required	Corrected	
An as the Area worked with allied ager roadblocks and deployment of the hollow		s for establishing	⊠Yes	□No
(1) Are strategic points and personne	l assignments outline	d?	⊠Yes	□No
(2) Have the officers received instructions on establishing roadblocks?				□No
(3) Have interagency training sessions been conducted?				⊠No
10. RADIO FAMILIARIZATION	Evaluated .	Action Required	Corrected	2
a. Are officers familiar with all aspects of	of the radio control he	ad?	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to cha to another Area/Division?</li> </ul>	nge the radio from th	eir home Area	⊠Yes	□No
c. Can officers efficiently operate all em	ergency equipment f	rom the radio head?	⊠Yes	□No
11. COMMENTS Section 6 b (1) a, b, and not actually observed during this inspection		sergeant ride-a-longs	s. This section	on was
Section 4 i (1) does not apply. Dunsm	uir Grade Inspection	Facility does not hav	/e a resident	post.
	3			

DUNSMUIR GRADE INSPECTION FACILITY CHAPTER 17, OFFICER SAFETY INSPECTION MAY 21, 2009 PAGE ONE

#### 1. COMMAND INVOLVEMENT

Through a discussion with Officer Cordova, it was determined that Dunsmuir Grade Inspection Facility has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains a few recommendations to enhance the quality of these programs.

#### 2. TRAINING AND CERTIFICATIONS

Officer Cordova is the Area's Training Officer and is responsible for overseeing the Area's training program. He is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. ETRS revealed that there were thirteen deficient CHP 311 inspections. It was determined that not all quarterly training and monthly range shoots had been entered into ETRS as required.

# 3. SAFETY EQUIPMENT

The two uniformed personnel who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual.

#### 4. FIREARMS

Area weapons are being inspected as required by HPM 70.8., *Firearms Manual*. A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were current and had been entered into ETRS. An inventory of ammunition was conducted and revealed the Dunsmuir Grade Inspection Facility's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8., *Firearms Manual*.

# DUNSMUIR GRADE INSPECTION FACILITY CHAPTER 17, OFFICER SAFETY INSPECTION MAY 21, 2009 PAGE TWO

#### 5. PHYSICAL METHODS OF ARREST

Officers Horstman, #13820, and Officer Cordova, #17716, were critiqued regarding PMA and side-handle baton techniques. Each officer performed all the tasks on the CHP 199, Officer Safety Certification.

#### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training.

#### **ACTION ITEMS**

By addressing the following action items, Dunsmuir Grade Inspection Facility will meet the guidelines of this Chapter 17 Inspection:

- 1. Ensure that all CHP 311 inspections are completed and entered into ETRS.
- 2. Ensure that all quarterly training and monthly range shoots are conducted and entered into ETRS.

The **ACTION ITEMS** should be completed by July 02, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the Action Items listed above have been corrected.

RYAN HAM, Officer

Northern Division Training Officer

## Memorandum

Date:

December 30, 2008

To:

Northern Division

Special Services Commander

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Dunsmuir Grade Inspection Facility

File No.:

147.10516

Subject:

CHAPTER 17 INSPECTION

The purpose of this memorandum is to inform you that the action items as they relate to the 2008 Chapter 17 inspection and listed in your memorandum routed to this command, dated December 9, 2008, have been corrected. Specifically, we were directed to ensure that all CHP 311 inspections were completed, ensure all weapons were inspected and to ensure that all quarterly training and monthly range shoots were conducted and entered into ETRS.

It is my pleasure to inform you that all three deficiencies have been corrected prior to the January 9, 2009, deadline. If you have any questions or concerns, please feel free to contact me at (530)

926-2425.

D. JORDAN, Lieutenant

Commander

#### Memorandum

Date:

December 09, 2008

To:

Dunsmuir Grade Inspection Facility

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.13322.17093.147

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Shawn Villano, Northern Division Training Officer, on December 08, 2008. The inspection revealed deficiencies that require correction. These deficiencies are identified as **Action Items**. The action items should be corrected no later than January 09, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the action items were corrected. Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

FRANK H. PARRISH, JR., Captain

Special Services Commander

Attachments

Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY	Area	Division	Number
	Dgif	Northern	147
	Evaluated By Ofc. V	'illano	Date 12/8/08

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation ⊠Formal		Suspense Date	01/09/09		1.7
Follow-up Required	port			1 3	
⊠Yes □No by		Commander's I	Review	Date	2
1. COMMAND INVOLVEMENT		valuated ⊠	Action Required	Corrected	
<ul> <li>Does the command emphasize import achieve the lowest possible incidence of it</li> </ul>	ance o	of proper enforce s incurred by offic	ment tactics to cers?	⊠Yes	□No
(1) Does the commander stress import including use of force?	ance o	of proper enforce	ment tactics,	⊠Yes	□No
(2) Does the safety record of the comm	nand re	eflect awareness	of proper tactics?	⊠Yes	□No
(3) Do the officers' CHP 100 forms and contain comments on officer safety?	CHP	118s, Performan	ce Appraisals,	⊠Yes	□No
<ul> <li>b. Are the commander and lieutenants known physical methods of arrest, use of force a</li> </ul>		_		⊠Yes	□No
(1) Is this knowledge applied properly i officers and sergeants?	n critic	ques of incidents	involving	⊠Yes	□No
(2) Do the captain and lieutenants mair	ntain n	ninimum level of	enforcement skills	? ⊠Yes	□No
(a) Do they attend officer safety train	ing se	essions?	- 1:	⊠Yes	□No
(b)-If they are not involved in officer s	safety,	, what are the rea	asons?	Yes	−□No
2. TRAINING AND CERTIFICATION	100	valuated	Action Required 🖂	Corrected	
a. Do training records indicate formal trai	ning h	as been receive	d and certified?	∐Yes	⊠No
(1) Do records reflect annual certification for proficiency in enforcement tactics, put the proper use of safety equipment (us been recorded for:	hysica	al methods of arr	est, and		
(a) Searching techniques?				⊠Yes	□No
(b) Handcuffing?				⊠Yes	□No
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(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) Is any pattern of training weakness apparent?	⊡Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	∑Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? The training prov	ided is	
a dequate and meets departmental requirements.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No
		-

3. SAFETY EQUIPMENT	M - 3	Evaluated	Action Required	C	orrected ]	
a. Is Oleoresin Capsicum (OC) spray (personnel, captain and below, while on-	pe -dı	pper spray) carried uty, in uniform?	by all uniformed		⊠Yes	□No
(1) Is OC spray used when the need is sheets when OC spray is utilized to s			ations made on book	king	⊠Yes	□No
(2) When an officer is assaulted and a noting the use/nonuse of OC spray or			he supervisors		⊠Yes	□No
(3) Are individuals who are exposed t flushing the affected area with clear w					⊠Yes	□No
(a) Do Area patrol cars carry at lea	st	two 500 mil. bottles	s of saline solution?		⊠Yes	□No
(b) Are officers/sergeants familiar v first-aid procedure?	vit	h the decontaminat	ion and		⊠Yes	□No
b. Are officers/sergeants familiar with th	ne	function of their du	ty holsters?		⊠Yes	□No
(1) Can officers/sergeants draw and f looking at the holster, fasten the safet					⊠Yes	□No
(2) Can officers and sergeants draw, within one and a half seconds, using of			eir weapons		⊠Yes	□No
(3) Is there personal confirmation by tare unloaded prior to holster-related e			all weapons		⊠Yes	□No
c. Are officers/sergeants proficient in re and sitting position?	lo	ading their weapon	s from a standing		⊠Yes	□No
d. Do officers/sergeants routinely practi	ice	with their batons?		100	⊠Yes	□No
(1) Do officers/sergeants carry their b	at	ons on all enforcem	nent stops?	-	⊠Yes	□No
(2) Can officers/sergeants successfull	ly	demonstrate appro	ved baton technique	s?	⊠Yes	□No
e. Does the majority of uniformed perso	oni	nel routinely wear b	ody armor?		⊠Yes	□No
(1) Have active steps been taken to e of the protection afforded by soft body			o take advantage		Yes	□No
(2) Were required reports submitted to for any incidents where body armor w penetrating type instrument?					∐Yes	□No
(a) If so, did the involved officer rec	cei	ive a complete phys	sical examination?		∐Yes	□No
f. Are holsters, ammunition, magazines, case and OC spray projectors inspected appraisal?	, r d ii	nagazine pouches, n conjunction with th	handcuffs, handcuff ne annual performar	nce	⊠Yes	□No
(1) Do CHP 311 forms indicate compl	lia	nce?			∐Yes	⊠No
(2) Were deficiencies corrected within	1 3	0 days of the inspe	ction?		∐Yes	⊠No
CHP 453S (Rev 1-96)						Page 3

4. FIREARMS	Evaluated	Action Re	quired	Corrected	
a. Quarterly review of policy on di	scharge of firearms co	omplied with?		⊠Yes	□No
(1) Do officers thoroughly under	stand the policy?			⊠Yes	□No
(a) Do incidents involving fire	arms show proper un	derstanding of th	e policy?	⊠Yes	□No
b. Are shoots conducted as requir	red by policy?			∐Yes	⊠No
(1) Have steps been taken to co	orrect training deficien	cies?		⊠Yes	□No
(2) Are weapons training and ma	aintenance records re	adily available?	Current?	□Yes	⊠No
(3) Do training records show qua ammunition types, day/night sho		orized weapons	1	⊠Yes	□No
c. Does the Area have a weapons	training officer?			⊠Yes	□No
(1) Has the officer completed tra	aining for weapons tra	ining officers?		⊠Yes	□No
(2) Does the officer supervise al	I shoots?			⊠Yes	□No
(3) Is the officer well-organized i	in his/her training?			⊠Yes	□No
(4) Is there a designated alterna	ite to the weapons tra	ining officer?		⊠Yes	□No
(a) Has that officer received A	Academy training?			⊠Yes	□No
d. Are range facilities adequate for	r revolver, pistol, rifle,	shotgun and nig	ht shoots	? ⊠Yes	□No
(1) If not, has alternate training to obtain adequate facilities?	peen established and	plans developed	l to	∐Yes	⊡No
(a) Do plans follow instruction	s for range contract re	enegotiations?		□Yes	□No
(b) Have future range needs b	peen considered?			∐Yes	□No
e. Is an effective inventory process	s for shotguns, rifles a	and ammunition i	n place?	⊠Yes	□No
(1) Have shotguns been invento	ried as required?			⊠Yes	□No
(a) Are all shotguns accounted	d for?			⊠Yes	□No
(b) Is maintenance/cleaning d	one as required?			Yes	⊠No
(c) Are shotguns fired annuall	y to ensure operable	condition?		⊠Yes	□No
(2) Have tactical rifles been inve	ntoried as required?			⊠Yes	□No
(a) Are all tactical rifles accou	nted for?			⊠Yes	□No
(b) Is maintenance/cleaning d	one as required?			□Yes	⊠No
(c) Is ammunition only issued	at the range?			⊠Yes	□No
(d) Is there adequate storage by on-duty officers?	when the weapons ar	e not being carr	ied	⊠Yes	□No
*					

	(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	: No
-	(a) Beginning inventory determined?	⊠Yes	□No
	(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
	(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
	(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
	(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
	(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	No
	(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
	(h) When ammunition orders are received, is the merchandise inspected,		
	quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
	f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
×	(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
0	g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
1	(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
	(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
	(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
	(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
	(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
	(5) Are records kept undated as training takes place?	⊠Yes	□No.
	(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
	(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
	(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No

h. Procedure in place which ensures point is not involved with the receiving and re			on ⊠Yes	□No
(1) Is a similar procedure in place wh training information is not involved wi	ich ensures the perso ith handling and recor	on recording weapons ding ammunition?	s ⊠Yes	□No
(2) Is access to the ammunition stora			⊠Yes	□No
i. If Area has a resident post (RP), whatraining of RP officers?	t procedures are use	d to ensure weapons	□Yes	□No
(1) If RP handles ammunition, are pr	oper accountability p	rocedures in place?	∐Yes	□No
j. Are required inspections conducted in conjunction with the annual 118?			⊠Yes	□Nọ
(1) Is a second inspection of the prin	(1) Is a second inspection of the primary firearm conducted every six months?			□No
5. PHYSICAL METHODS OF ARREST	Evaluated 🖂	Action Required	Corrected	
a. Do officers practice weaponless defe	ense?		⊠Yes	□No
(1) Are officers familiar with the oppo	nent's five weakest p	oints?	⊠Yes	□No
(2) Have officers with previous assauthemselves with weaponless defense		familiarized	⊠Yes	□No
b. Were demonstrations of the following control techniques by officers observed:				1.4
(1) Control holds?			⊠Yes	□No
(2) Punches?			⊠Yes	□No
(3) Strikes?			⊠Yes	□No
(4) Blocks?	H		⊠Yes	□No
(5) Defensive kicks?		4	⊠Yes	□No
(6) Defenses against grabs?		(IC	⊠Yes	□No
(7) Defenses against weapons?			⊠Yes	□No
(8) Ground defense and takedowns?		A	⊠Yes	- No
(9) Placing and removing suspects in	to and from vehicles?	>	⊠Yes	□No
(10) Carotid hold? Note: The use of t	the Carotid hold is c	urrently suspende	d. □Yes	□No
(a) Are officers following guidelines	s for the carotid hold a	as listed in policy?	□Yes	□No
(b) Has use of excessive force awa	areness training been	conducted?	⊠Yes	□No
c. Were observations of practical hand	cuffing techniques ma	ade?	⊠Yes	□No
(1) Can officers successfully apply has standing, kneeling, prone or uncoope		who is	⊠Yes	□No
(2) Are all uniformed personnel know	ledgeable of policy or	n handcuffing?	⊠Yes	□No
				Dagae

d. Are all persons subjected to physica	l arrest searched for	offensive weapons?	⊠Yes	□No
(1) Has the local jail's experience with	n CHP arrests been r	eviewed?	∐Yes	⊠No
(2) Has a demonstration of preliminar	ry frisks and searches	s been observed?	⊠Yes	□No
(3) Do all officers know policy for sea	rches of the opposite	sex?	⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	×.
<ul> <li>a. Do sergeants and officers have know be followed during each of the five level</li> </ul>			⊠Yes	□No
b. Do officers have a constant awarene enforcement stops and when apprehence			⊠Yes	□No
(1) Were demonstrations of an enforce officers' ability to safely control the sit of the level of hazard presented?			∐Yes	□No
(a) Is the violator stop effectively m	ade?	14	□Yes	□No
(b) Is the violator completely control	olled?	6	∐Yes	, 🔲 No
(c) Is the prisoner properly prepare	d for transportation?		∐Yes	□No
c. Is there evidence of preplanning and to prepare beat officers for hostage situa		ed agencies	⊠Yes	□No
(1) Do officers understand their role is incident until relieved by the authority		ent of the	⊠Yes	□No
(2) Are officers aware of the need to r	naintain fire discipline	e at all times?	⊠Yes	□No
(3) Are officers knowledgeable of thei potential witnesses, control ingress arevacuate the area if required and reno	nd egress to the scer	ie,	⊠Yes	□No
(4) Were various officers and supervisions knowledge of the CHP role in hostage		termine their	⊠Yes	□No
7. PURSUITS	Evaluated .	Action Required	Corrected	
a. Are all uniformed personnel well-vers conduct of pursuits?	ed in policy regarding	g the	⊠Yes	□No
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
(3) Were pursuit critiques checked to with enforcement guidelines listed in p		uits comply	⊠Yes	□No
(a) Where noncompliance is indicat	ed, were corrective a	actions taken?	⊠Yes	□No
b. Does the Area have written guideline with allied agencies during pursuits?	s or plans to ensure	proper coordination	⊠Yes	□No
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(1) Are any written agreements on file	e?		□Yes	⊠No
(2) Is Division involved in the planning	g process?		⊠Yes	□No
(3) Does the Area have and use a pu specific needs of the command?	rsuit training guide ta	ailored to the	⊠Yes	□No
8. FORCIBLE STOPS	Evaluated	Action Required	Corrected	
a. Are Area personnel knowledgeable r	egarding the policy o	on forcible stops?	⊠Yes	□No
(1) Does the Area follow departmenta	al policy?		⊠Yes	□No
(2) Have forcible stop reports been re	viewed for complian	ce with policy?	✓Yes	□No
(a) If forcible stop policy has not be action been taken or training condu		s corrective	∐Yes	□No
9. ROADBLOCKS	Evaluated	Action Required	Corrected	
An as the Area worked with allied ager roadblocks and deployment of the hollow		s for establishing	⊠Yes	□No
(1) Are strategic points and personne	l assignments outline	ed?	⊠Yes	∏No
(2) Have the officers received instruct	ions on establishing	roadblocks?	⊠Yes	□No
(3) Have interagency training session	s been conducted?		□Yes	⊠No
10. RADIO FAMILIARIZATION	Evaluated	Action Required	Corrected	
a. Are officers familiar with all aspects of	of the radio control he	ead?	⊠Yes	□No
b. Can officers demonstrate how to cha to another Area/Division?	nge the radio from th	eir home Area	⊠Yes	□No
c. Can officers efficiently operate all em	ergency equipment f	rom the radio head?	⊠Yes	□No
11. COMMENTS Section 6. b.1 (a), (b) a inspection. All officers are observed performance.				ġ this
15-11-11-11-11-11-11-11-11-11-11-11-11-1				
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n en	Very Walter State College	¥		
	31	1022411		

DUNSMUIR GRADE I.F. CHAPTER 17, OFFICER SAFETY INSPECTION DECEMBER 08, 2008 PAGE ONE

#### 1. COMMAND INVOLVEMENT

Through a discussion with Sergeant Marmont, it was determined that Dunsmuir Grade Inspection Facility has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains a few recommendations to enhance the quality of these programs.

#### 2. TRAINING AND CERTIFICATIONS

Sergeant Marmont is the Area's Training Sergeant and is responsible for overseeing the Area's training program. He is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. ETRS revealed that there were five deficient CHP 311 inspections. It was determined that not all quarterly training and monthly range shoots had been entered into ETRS as required.

# 3. SAFETY EQUIPMENT

The two officers who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, *Officer Safety Manual*.

DUNSMUIR GRADE I.F. CHAPTER 17, OFFICER SAFETY INSPECTION DECEMBER 08, 2008 PAGE TWO

#### 4. FIREARMS

Area weapons are not being inspected as required by HPM 70.8., *Firearms Manual*. A review of the weapons inspection records within ETRS was conducted. It was determined that there were eight weapons in need of inspections. An inventory of ammunition was conducted and revealed the Dunsmuir Grade Inspection Facility's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8., *Firearms Manual*.

#### 5. PHYSICAL METHODS OF ARREST

Officers Wallace, #15407, and Fromberg #11449, were critiqued regarding PMA and side-handle baton techniques. Each officer performed all the tasks on the CHP 199, Officer Safety Certification.

#### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training. DUNSMUIR GRADE I.F. CHAPTER 17, OFFICER SAFETY INSPECTION DECEMBER 08, 2008 PAGE THREE

#### **ACTION ITEMS**

By addressing the following action items, Dunsmuir Grade Inspection Facility will meet the guidelines of this Chapter 17 Inspection:

- 1. Ensure that all CHP 311 inspections are completed and entered into ETRS.
  - 2. Ensure all weapons are inspected and entered into ETRS in a timely fashion.
  - 3. Ensure that all quarterly training and monthly range shoots are conducted and entered into ETRS.

The **ACTION ITEMS** should be completed by January 09, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the Action Items listed above have been corrected.

SHAWN VILLANO, Officer

Northern Division Training Officer

#### Business, Transportation and Housing Agency

#### Memorandum

Date:

February 19, 2008

To:

Northern Division Captain Hagler

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Dunsmuir Grade Inspection Facility

File No.:

From:

9147.10516

Subject:

CHAPTER 17 INSPECTION

This memorandum has been prepared for the purpose of informing Northern Division and its Special Services Commander, Captain Brian Hagler, of our efforts toward correcting deficiencies detected during our latest Chapter 17 inspection, conducted on December 18, 2007. I am happy to report that all deficiencies identified during our last Chapter 17 inspection have been corrected.

In a memorandum addressed to the Dunsmuir Grade Inspection Facility from Special Services Commander, Captain Hagler, dated January 14, 2008, Captain Hagler provided this command with a due date of February 14, 2008, to complete these action items. I spoke to Captain Hagler on February 1, 2008, for the purpose of requesting an extension to complete these action items to February 22, 2008. The reason for this request was based upon the discovery that two recently in-bound transferees were in need of their annual CHP 311 and weapon inspections. Both of these officers were unavailable due to an Adverse Action and Level 1 commercial training. My request for this extension was approved by Captain Hagler.

## Action Items Completed:

- 1. Ensure all CHP 311 inspections are completed and entered into OTS.
- 2. Ensure officers with expired body armor receive replacement body armor as soon as possible.
- 3. Ensure that the new body armor received by uniformed personnel is entered into OTS.
- 4. Ensure all weapons are inspected and entered into OTS in a timely fashion.

If you have any questions or concerns, please feel free to contact me at (530) 926-2425.

D. JORDAN, Lieutenant

Commander

# Memorandum

Date:

June 02, 2009

To:

Mount Shasta Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.10044,17197,146

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Ryan Ham, Northern Division Training Officer, on May 21, 2009. The inspection identified no deficiencies requiring correction. It should be noted that the Mount Shasta Area was extremely well organized and prepared for this inspection. Sergeant Annie Garcia should be commended for her commitment to the departmental training program, and her efforts are recognized and appreciated. I commend the Mount Shasta Area for a job well done! Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

D. KUHAHN
Assistant Chief

Attachments

MT. SHASTA, CA 98087

Safety, Service, and Security

Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY		Area Mount (	Shasta	Division Northern	Number 146	
Evaluated By Ofc. Ham Date					Date 5/21/0	9
INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.						
Type of Evaluation ☐I	nformal	Sus	pense Date	07/02/09		
Follow-up Required	☐ Correction Repor	t				
∐Yes ⊠No	by	Cor	nmander's l	Review	Date	
1. COMMAND INVOLVE	MENT	Evalua	ted	Action Required	Corrected	
Does the command achieve the lowest poss	emphasize importanc sible incidence of inju	e of pro ries incu	per enforce rred by offic	ement tactics to cers?	⊠Yes	□No
(1) Does the commar including use of force	nder stress importance?	e of prop	oer enforce	ment tactics,	⊠Yes	□No
	scord of the command				⊠Yes	□No
contain comments or			614		⊠Yes	□No
<ul> <li>b. Are the commander physical methods of arr</li> </ul>		_			⊠Yes	□No
(1) Is this knowledge officers and sergeant		itìques c	of incidents	involving	⊠Yes	□No
(2) Do the captain an	d lieutenants maintair	ı minimi	ım level of	enforcement skills?	? ⊠Yes	□No
(a) Do they attend	officer safety training	session	s?		⊠Yes	□No
(b) If they are not in	nvolved in officer safe	ty, what	are the rea	эзоль?	⊠Yes	□No
2. TRAINING AND CERT	IFICATION	Evaluat	ed	Action Required	Corrected	

CHP 453S (Rev 1-96)

been recorded for:

(b) Handcuffing?

(a) Searching techniques?

Page 1

□No

□No

□No

⊠Yes

⊠Yeş

⊠Yes

a. Do training records indicate formal training has been received and certified?

(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications

(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	∏No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) Is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? Training at the M	ount Sha	sta
Area adheres to CHP policy. It is being conducted monthly and quarterly.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yeş	□No
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3. SAFETY EQUIPMENT	Evaluated	Action Required	Corrected	
a. Is Oleoresin Capsicum (OC) spray (p personnel, captain and below, while on-	epper spray) carried duty, in uniform?	by all uniformed	⊠Yes	□No
(1) Is OC spray used when the need is sheets when OC spray is utilized to su	s indicated? Are not ibdue a subject?	ations made on book	ing ⊠Yes	□No
(2) When an officer is assaulted and a noting the use/nonuse of OC spray on	in injury occurs, are to the CHP 121?	the supervisors	⊠Yes	□No
(3) Are individuals who are exposed to flushing the affected area with clear w	OC spray decontant of the option of the opti	ninated by es?	∑Yeş	□No
(a) Do Area patrol cars carry at leas	st two 500 mil. bottles	s of saline solution?	⊠Yes	□No
(b) Are officers/sergeants familiar w first-aid procedure?	ith the decontaminat	ion and	⊠Yes	□No
b. Are officers/sergeants familiar with the	e function of their du	ty holsters?	⊠Yes	□No
<ol> <li>Can officers/sergeants draw and fit looking at the holster, fasten the safety</li> </ol>	re their weapon, reho y strap with one hand	olster and without d?	⊠Yés	□No
(2) Can officers and sergeants draw, of within one and a half seconds, using o	cycle and reholster the one hand?	eir weapons	⊠Yes	□No
(3) is there personal confirmation by the are unloaded prior to holster-related ex	ne testing officer that kercises?	all weapons	⊠Yes	□No
c. Are officers/sergeants proficient in released and sitting position?	pading their weapons	s from a standing	⊠Yes	□No
d. Do officers/sergeants routinely practic	e with their batons?		⊠Yeş	□No
(1) Do officers/sergeants carry their ba	tons on all enforcem	ent stops?	⊠Yes	□No
(2) Can officers/sergeants successfully	dem <b>onstrate a</b> ppro	ved baton techniques	? ⊠Yes	□No
e. Does the majority of uniformed persor	nel routinely wear b	ody armor?	⊠Yes	□No
(1) Have active steps been takeл to en of the protection afforded by soft body	courage nonusers to armor? N/A	take advantage	∐Yes	□No
(2) Were required reports submitted to for any incidents where body armor wa penetrating type instrument? N/A	Supply Services Units struck by a bullet o	it, as per policy, or other	∐Yes	□No
(a) If so, did the involved officer rece	ive a complete phys	ical examination?	□Yes	□No
f. Are holsters, ammunition, magazines, i case and OC spray projectors inspected i appraisal?	magazine pouches, I n conjunction with th	handcuffs, handcuff e annual performanc	e ⊠Yes	□No
(1) Do CHP 311 forms indicate complia	ince?		⊠Yes	□No
(2) Were deficiencies corrected within 3	30 days of the inspec	tion?	⊠Yes	□No
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4. FIREARMS	Evaluated	Action Required	Corrected	
a. Quarterly review of policy on discha	rge of firearms cor	mplied with?	⊠Yes	□No
(1) Do officers thoroughly understand	d the policy?		⊠Yes	□No
(a) Do incidents involving firearms	show proper unde	erstanding of the policy?	⊠Yes	□No
b. Are shoots conducted as required b	y policy?		⊠Yes	□No
(1) Have steps been taken to correct	training deficienci	es?	⊠Yes	□No
(2) Are weapons training and mainte	nance records rea	dily available? Current?	Yes	□No
(3) Do training records show qualifica ammunition types, day/night shoots,	ation with all autho	rized weapons,	⊠Yes	□No
c. Does the Area have a weapons train	ning officer?		⊠Yes	□No
(1) Has the officer completed training	for weapons train	ing officers?	⊠Yes	∐No
(2) Does the officer supervise all sho	ots?		⊠Yes	□No
(3) Is the officer well-organized in his	/her training?	2012018	⊠Yes	□No
(4) Is there a designated alternate to	the weapons train	ing officer?	⊠Yes	□No
(a) Has that officer received Acade	my training?		⊠Yes	□No
d. Are range facilities adequate for revo	olver, pistol, rifle, s	hotgun and night shoots	? XYes	□No
(1) If not, has alternate training been obtain adequate facilities?	established and p	ans developed to	□Yes	□No
(a) Do plans follow instructions for	range contract rer	negotiations?	□Yes	□No
(b) Have future range needs been	considered?		∐Yes	□No
e. Is an effective inventory process for	shotguns, rifles an	d ammunition in place?	⊠Yeş	□No
(1) Have shotguns been inventoried a	as required?		⊠Yes	□No
(a) Are all shotguns accounted for	?		⊠Yes	□No
(b) Is maintenance/cleaning done a	as required?		⊠Yes	□No
(c) Are shotguns fired annually to e	ensure operable co	ndition?	⊠Yes	□No
(2) Have tactical rifles been inventorio	ed as required?	- VIIII S	⊠Yes	□No
(a) Are all tactical rifles accounted	for?		⊠Yes	□No
(b) Is maintenance/cleaning done a	s required?		⊠Yes	□No
(c) Is ammunition only issued at the	e range?		⊠Yes	□No
(d) is there adequate storage when by on-duty officers?	the weapons are	not being carried	⊠Yes	□No
(e) Is there an effective method for	daily assignment a	and control?	⊠Yes	□No
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(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
(a) Beginning inventory determined?	⊠Yes	□No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
(5) Are records kept undated as training takes place?	⊠Yes	□No
(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yeş	□No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No
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<ul> <li>h. Procedure in place which ensures point involved with the receiving and re</li> </ul>	erson processing the cording of ammunition	ammunition requisiting in inventory?	on ⊠Yes	□No
(1) Is a similar procedure in place wh training information is not involved wi	ich ensures the person	on recording weapon	s ⊠Yes	□No
(2) Is access to the ammunition stora the ammunition officer and superviso	ge and inventory record or back-up employe	ords limited to	⊠Yes	∐No
i. If Area has a resident post (RP), whatraining of RP officers?	t procedu <b>res are</b> use	d to ensure weapons	; ∐Yes	□No
(1) If RP handles ammunition, are pr	oper accountability p	rocedures in place?	 □Yes	— □No
j. Are required inspections conducted in conjunction with the annual 118?				□No
(1) Is a second inspection of the prin	nary firearm conducte	d every six months?	⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required	Corrected	
a. Do officers practice weaponless defe	ense?		⊠Yes	□No
(1) Are officers familiar with the opponent's five weakest points?			⊠Yes	□No
(2) Have officers with previous assau themselves with weaponless defense	It injuries thoroughly t ?	amiliarized	⊠Yes	□No
b. Were demonstrations of the following	control techniques b	y officers observed:		
(1) Control holds?	<u> </u>		⊠Yes	□No
(2) Punches?			⊠Yes	□No
(3) Strikes?			⊠Yes	□No
(4) Blocks?		***************************************	⊠Yes	□No
(5) Defensive kicks?			⊠Yes	□No
(6) Defenses against grabs?			⊠Yes	∐No
(7) Defenses against weapons?			⊠Yes	□No
(8) Ground defense and takedowns?			⊠Yes	∐No
(9) Placing and removing suspects int	o and from vehicles?		⊠Yes	□No
(10) Carotid hold? Note: The use of the	ne Carotid hold is c	rrently suspended	d. □Yes	□No
(a) Are officers following guidelines	for the carotid hold a	s listed in policy?	∐Yes	□No
(b) Has use of excessive force awareness training been conducted?			⊠Yes	□No
c. Were observations of practical hando	uffing techniques mad	de?	⊠Yes	□No
(1) Can officers successfully apply har standing, kneeling, prone or uncooper	ndcuffs to a suspect value?	vho is	⊠Yes	□No
(2) Are all uniformed personnel knowle	edgeable of policy on	handcuffing?	⊠Yes	□No
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d. Are all persons subjected to physical arrest searched for offensive weapons?			⊠Yes	□No
(1) Has the local jail's experience with CHP arrests been reviewed?			⊠Yes	□No
(2) Has a demonstration of preliminary frisks and searches been observed?			⊠Yes	□No
(3) Do all officers know policy for searches of the opposite sex?			⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	
a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five levels of an enforcement stop?			l ⊠Yes	□No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?			⊠Yes	□No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?			□Yes	□No
(a) Is the violator stop effectively made?			 □Yes	□No
(b) Is the violator completely controlled?			□Yes	 □No
(c) Is the prisoner properly prepared for transportation?			□Yes	 □No
c. Is there evidence of preplanning and coordination with allied agencies to prepare beat officers for hostage situations?			⊠Yes	□No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?			⊠Yes	□No
(2) Are officers aware of the need to maintain fire discipline at all times?			⊠Yes	□No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required and render necessary medical aid?			⊠Yes	□No
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?			⊠Yeş	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?			⊠Yes	□No
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?			⊠Yes	□No
(a) Where noncompliance is indicated, were corrective actions taken?			⊠Yes	□No
<ul> <li>b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?</li> </ul>			⊠Yes	□No
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(1) Are any written agreements on file?	⊠Yes	□No			
(2) Is Division involved in the planning process?	⊠Yes	□No			
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	⊠Yes	□No			
8. FORCIBLE STOPS Evaluated Action Required	Corrected				
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	⊠Yes	□No			
(1) Does the Area follow departmental policy?	⊠Yes	□No			
(2) Have forcible stop reports been reviewed for compliance with policy?		□No			
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	∐Yes	□No			
9. ROADBLOCKS Evaluated Action Required	Corrected				
Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	⊠Yęs	□No			
(1) Are strategic points and personnel assignments outlined?	⊠Yes	□No			
(2) Have the officers received instructions on establishing roadblocks?	⊠Yes	□No			
(3) Have interagency training sessions been conducted?	□Yes	⊠No			
10. RADIO FAMILIARIZATION Evaluated	Corrected				
a. Are officers familiar with all aspects of the radio control head?	⊠Yes	□No			
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> </ul>	⊠Yes	□No			
c. Can officers efficiently operate all emergency equipment from the radio head?	⊠Yes	□No			
11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. This section was not actually observed during this inspection.					
Section 4 i (1) does not apply. The Mount Shasta Area does not have a resident post.					
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MOUNT SHASTA AREA CHAPTER 17, OFFICER SAFETY INSPECTION MAY 21, 2009 PAGE ONE

#### 1. COMMAND INVOLVEMENT

Through a discussion with Sergeant Garcia, it was determined that Mount Shasta Area has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains no recommendations to enhance the quality of these programs.

#### 2. TRAINING AND CERTIFICATIONS

Sergeant Garcia is the Area's Training Sergeant and is responsible for overseeing the Area's training program. She is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. It was determined that all quarterly training had been entered into ETRS as required. The Area's training records were found to be very well organized and the inspection revealed no discrepancies. Sergeant Garcia should be commended for her efforts in monitoring the program and maintaining the records in a well organized manner.

#### 3. SAFETY EQUIPMENT

The two uniformed personnel who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

MOUNT SHASTA AREA CHAPTER 17, OFFICER SAFETY INSPECTION MAY 21, 2009 PAGE TWO

### 4. FIREARMS

Area weapons are being inspected as required by HPM 70.8, Firearms Manual. A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were current and had been entered into ETRS. An inventory of ammunition was conducted and revealed the Mount Shasta Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8, Firearms Manual.

#### 5. PHYSICAL METHODS OF ARREST

Officer Taylor, #16333, and Officer Hoskins, #15592, were critiqued regarding PMA and side-handle baton techniques. Each officer satisfactorily performed all the tasks on the CHP 199, Officer Safety Certification.

### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training.

### **ACTION ITEMS**

There are no required action items for this Chapter 17 Inspection. It was apparent that Sergeant Garcia takes pride in maintaining all Area records in a well organized manner and ensures that all training is provided and documented in a timely fashion.

RYAN HAM, Officer

Northern Division Training Officer

Business, Transportation and Housing Agency

State of California

### Memorandum

Date:

June 16, 2008

To:

Crescent City Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.11292.17093.120

Subject:

CHAPTER 17, OFFICER SAFETY INSPECTION - ACTION REQUIRED

Attached, please find a copy of the Chapter 17 report prepared by Northern Division Training Officer Shawn Villano, #17093. The inspection, conducted on June 11, 2008, revealed deficiencies that require correction. These deficiencies are identified as Action Items. The Action Items should be corrected no later than July 20, 2008.

Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the Action Items were corrected. Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

S. B. BELL

Acting Commander

Attachment

Page 1

AREA MANAGEMENT Chapter 17 OFFICER SAFETY	i <b>ia Highway Patrol</b> EVALUATION		Area Crescent City	Division Northern	Number 120	
INSTRUCTIONS: Indicate "Action Required" box. be initialed and dated as answers, or fill in the blocan be placed in the Suffindings, accomplishment evaluator's overall impressant be handwritten if design in the sufficient of the sufficient in the	s deficiencies are colored, mary Statement. or corrective accessions. This form	y pla d as orred If an The	a check in a Correction Rected. Answer in additional comme Summary State	eport, the "Correct adividual items with ents are necessary ement should inc	box and/or tion" box : ith "yes" o y, the infor	the should or "no" mation icant
Type of Evaluation ☐I	nformal	*	Suspense Dat	e 07-20-2008		
Follow-up Required	☐ Correction Rep	ort	3			
⊠Yes □No	by	_	Commander's	Review	Dat	
1. COMMAND INVOLVE	MENT		valuated	Action Required	Corrected	
a. Does the command achieve the lowest poss	emphasize importan sible incidence of inju	nce c uries	of proper enforce incurred by office	ment tactics to	⊠Yes	
(1) Does the commar including use of force	nder stress importan 1?	ce o	f proper enforce	ment tactics,	⊠Yes	
(2) Does the safety re	cord of the commar	nd re	flect awareness	of proper tactics?	⊠Yes	□No
(3) Do the officers' Ch contain comments on	-IP 100 forms and C officer safety?	HP 1	118s, Performan	ce Appraisals,	⊠Yes	 □No
<ul> <li>b. Are the commander a physical methods of arre</li> </ul>	and lieutenants knov est, use of force and	vied: the	geable of enforc	ement tactics, afety equipment?	 ⊠Yes	□No
(1) Is this knowledge a officers and sergeants	applied properly in c	ritiqu	ues of incidents i	nvolving	⊠Yes	□No
(2) Do the captain and	l lieutenants maintai	n mi	inimum level of e	enforcement skills?		□No
	officer safety training			ж.	⊠Yes	□No
(b) If they are not in	volved in officer safe	ety, ι	what are the reas	sons?	□Yes	□No
2. TRAINING AND CERTI			aluated	Action Required 🛛	Corrected	
a. Do training records inc	dicate formal training	g ha:	s been received	and certified?	□Yes	⊠No
(1) Do records reflect a for proficiency in enforce the proper use of safet been recorded for:	annual certification of cement tactics, physical	f tra	ffic officers and a	sergeants		
(a) Searching techni	ques?				⊠Yes	□No
(b) Handcuffing?				H	⊠Yeş	□No
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(c) Use of safety equipment?		
	⊠Yes	■ □No
(d) Suspect control?	⊠Yes	□N¢
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	 □No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	
c. Is refresher training required prior to certification?	⊠Yes	□№
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	 ⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	□Yes	⊠No
(4) What is the quality and quantity of the training being given? A lot of departme		
which is creating staffing shortages.		<b>3</b>
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No
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3. SAFETY EQUIPMENT				
	Evaluated	Action Required	Corrected	d
<ul> <li>a. Is Oleoresin Capsicum (OC) spray (p personnel, captain and below, while on-c</li> </ul>	epper spray) carried luty, in uniform?	by all uniformed	⊠Yes	□No
(1) is OC spray used when the need is sheets when OC spray is utilized to su	s indicated? Are notable a subject?	ations made on book	ing ⊠Yes	90
(2) When an officer is assaulted and a noting the use/nonuse of OC spray on	⊓ injury occurs, are t the CHP 121?	he supervisors		
(3) Are individuals who are exposed to flushing the affected area with clear wa	OC spray decontamater within 30 minutes	ninated by	⊠Yes	
(a) Do Area patrol cars carry at least	two 500 mil. bottles	of saline solution?	⊠Yes	□No
(b) Are officers/sergeants, familiar with first-aid procedure?			⊠Yes	□No
b. Are officers/sergeants familiar with the	function of their duty	hoisters?	⊠Yes	□No
(1) Can officers/sergeants draw and fire looking at the holster, fasten the safety	their weapon, rehol	ster and without	⊠Yes	□No
(2) Can officers and sergeants draw, cy within one and a half seconds, using on	cle and reholster the he hand?	eir weapons	⊠Yes	□No
(3) Is there personal confirmation by the are unloaded prior to holster-related exc	e testing officer that a ercises?	all weapons	⊠Yes	□No
c. Are officers/sergeants proficient in reloand sitting position?	ading their weapons	from a standing	⊠Yes	
d. Do officers/sergeants routinely practice	with their batons?		⊠Yes	□No
(1) Do officers/sergeants carry their bate	ons on all enforceme	nt stops?	—————————————————————————————————————	□No
(2) Can officers/sergeants successfully of	demonstrate approve	ed baton techniques?	` ⊠Yes	
e. Does the majority of uniformed personn			⊠Yes	□No
(1) Have active steps been taken to enco	ourage nonusers to t		 ∐Yes	□No
(2) Were required reports submitted to S for any incidents where body armor was penetrating type instrument? N/A	upply Services Unit, struck by a bullet or	as per policy, other	∐Yes	□No
(a) If so, did the involved officer receiv	e a complete physic	al examination? N/A	∐Yes	□No
f. Are holsters, ammunition, magazines, magazines and OC spray projectors inspected in appraisal?	agazine pouches, ha	indcuffs handcuff		□No
(1) Do CHP 311 forms indicate compliance	ce?		⊠Yes	□No
(2) Were deficiencies corrected within 30	days of the inspection	on?	⊠Yeş	□No
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4. FIREARMS				
	Evaluated	Action Required	Corrected	į
<ul> <li>Quarterly review of policy on discharg</li> </ul>	ge of firearms compli	ed with?	⊠Yes	□No
(1) Do officers thoroughly understand			⊠Yes	7_1
(a) Do incidents involving firearms s	show proper understa	anding of the policy?	⊠Yeş	
b. Are shoots conducted as required by	policy?		□Yes	
(1) Have steps been taken to correct tr	raining deficiencies?		⊠Yes	□No
(2) Are weapons training and maintena	ance records readily	available? Current?	⊠Yes	□No
(3) Do training records show qualificati ammunition types, day/night shoots, et	on with all authorized		□Yes	⊠No
c. Does the Area have a weapons training	g officer?		⊠Yes	□No
(1) Has the officer completed training for	or weapons training o	officers?	⊠Yes	□No
(2) Does the officer supervise all shoots			⊠Yes	□No
(3) Is the officer well-organized in his/he	er training?		⊠Yes	□Nö
(4) Is there a designated alternate to the	e weapons training o	fficer?	⊠Yes	□No
(a) Has that officer received Academ			⊠Yes	□No
d. Are range facilities adequate for revolve	er, pistoi, rifle, shotgi	un and night shoots?		□No
(1) If not, has alternate training been es obtain adequate facilities? N/A			 ∐Yeş	□No
(a) Do plans follow instructions for rar	nge contract renegot	ations? N/A	□Yes	□No
(b) Have future range needs been co	nsidered? N/A		□Yes	□No
e. Is an effective inventory process for sho	otguns, rifles and am	munition in place?	⊠Yes	□No
(1) Have shotguns been inventoried as r			⊠Yes	□No
(a) Are all shotguns accounted for?			⊠Yes	□No
(b) Is maintenance/cleaning done as r	required?		□Yes	⊠No
(c) Are shotguns fired annually to ensu	ure operable conditio	n?	⊠Yes	□No
(2) Have tactical rifles been inventoried a	as required?		⊠Yes	□No
(a) Are all tactical rifles accounted for?	?		⊠Yes	□No
(b) Is maintenance/cleaning done as re	equired?		□Yes	⊠No
(c) is ammunition only issued at the ra	nge?			□No
(d) Is there adequate storage when the by on-duty officers?	e weapons are not be	eing carried	⊠Yes	□No
(e) Is there an effective method for dail	ly assignment and co	entrol?		□No
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(2) In these seconds		
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
(a) Beginning inventory determined?	⊠Yes	
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	
(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
(d) Has a physical inventory of ammunition been taken?	⊠Yes	
(e) Has the physical count been compared to the balance on hand according to the inventory record?		□No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	 □No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	☐Yes	⊠No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	—————————————————————————————————————	—— □No
(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yeş	
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
(5) Are records kept undated as training takes place?	⊠Yes	□No
(6) Is training recorded on the employee's CHP 270?	 ⊠Yes	□No
(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	 □No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	 □No_

h. Procedure in place which ensures a	01000 4			
<ul> <li>h. Procedure in place which ensures p is not involved with the receiving and re</li> </ul>	ecording of ammunition	e ammunition requisition inventory?	on ⊠Yes	——— S □No
(1) Is a similar procedure in place where training information is not involved w	ich encuree the ne-		s 🖾 Yes	
(2) Is access to the ammunition stora the ammunition officer and superviso	one and inventory see	made limite to	⊠Yes	
<ul> <li>i. If Area has a resident post (RP), what training of RP officers? RP officers atte</li> </ul>	f procedures en un	J	∐Yes	
(1) If RP handles ammunition, are pr			/A □Yes	
j. Are required inspections conducted in	conjunction with the	annual 118?	⊠Yes	□No
(1) Is a second inspection of the prim			 ⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required	Corrected	
a. Do officers practice weaponless defe	nse?		⊠Yes	□No
(1) Are officers familiar with the oppon	ent's five weakest po	pints?	⊠Yes	□No
(2) Have officers with previous assault themselves with weaponless defense?	t injuries th <b>oro</b> ughly f	amiliarized	⊠Yes	□No
b. Were demonstrations of the following	control techniques b	y officers observed:		-
(1) Control holds?			⊠Yeş	□No
(2) Punches?			⊠Yes	□No
(3) Strikes?			⊠Yes	□No
(4) Blocks?			⊠Yes	□No
(5) Defensive kicks?			⊠Yes	□No
(6) Defenses against grabs?		. 11	⊠Yes	□No
(7) Defenses against weapons?			⊠Yes	□No
(8) Ground defense and takedowns?	**************************************		⊠Yes	□No
(9) Placing and removing suspects into	and from vehicles?		⊠Yes	□No
(10) Carotid hold? Note: The use of the	Carotid hold is cu	rrently suspended.	□Yes	□No
(a) Are officers following guidelines for			□Yes	□No
(b) Has use of excessive force aware			⊠Yes	□No
c. Were observations of practical handcuf	fing techniques mad	97	⊠Yes	□No
<ol> <li>Can officers successfully apply hand standing, kneeling, prone or uncooperat</li> </ol>	cuffs to a suspect wl	no is	⊠Yes	□No
(2) Are all uniformed personnel knowled	geable of policy on h	andcuffing?	⊠Yes	□No
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d. Are all persons subjected to physic				
d. Are all persons subjected to physical arrest searched for offensive weapons? (1) Has the local jail's experience with CHP arrests been reviewed?				□ N
			□Yes	⊠Ne
(2) Has a demonstration of prelimina	ary frisks and search	es been observed?	⊠Yes	
(3) Do all officers know policy for se		te sex?	⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	
<ul> <li>a. Do sergeants and officers have knowledge of proper procedures which shoul be followed during each of the five levels of an enforcement stop?</li> </ul>				□No
<ul> <li>b. Do officers have a constant awaren enforcement stops and when appreher</li> </ul>	b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?			
(1) Were demonstrations of an enfor officers' ability to safely control the si of the level of hazard presented? No	illation at all times re	ed which show the egardless	□Yes	□No
(a) Is the violator stop effectively n	□Yes	□No		
(b) Is the violator completely control			Yes	□No
(c) Is the prisoner properly prepared for transportation? Not evaluated.			□Yes	□No
c. Is there evidence of preplanning and coordination with allied agencies to prepare beat officers for hostage situations?			⊠Yes	□No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?			⊠Yes	□No
(2) Are officers aware of the need to r	naintain fire disciplin	e at all times?	⊠Yes	 □No
(3) Are officers knowledgeable of thei potential witnesses, control ingress ar evacuate the area if required and rend	r responsibility to det	ain	⊠Yes	□No
(4) Were various officers and supervis knowledge of the CHP role in hostage	ors questioned to de		⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
a. Are all uniformed personnel well-verse conduct of pursuits?	ed in policy regarding	g the	⊠Yes	 □No
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
(3) Were pursuit critiques checked to d with enforcement guidelines listed in per	letermine if the pursuolicy?	iits comply	⊠Yes	□No
(a) Where noncompliance is indicate	ed, were corrective a	ctions taken?	⊠Yes	□No
b. Does the Area have written guidelines with alled agencies during pursuits?			⊠Yes	□No
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(1) Are any written agreements s				
(1) Are any written agreements on f			□Yes	⊠No
(2) Is Division involved in the plannin			⊠Yes	□No
(3) Does the Area have and use a p specific needs of the command?	ursult training guide	tailored to the	⊠Yes	□No
8. FORCIBLE STOPS	Evaluated	Action Required	Corrected	
a. Are Area personnel knowledgeable	regarding the policy	on forcible stops?	⊠Yes	□No
(1) Does the Area follow department	al policy?		⊠Yes	
(2) Have forcible stop reports been re	eviewed for complian	nce with policy?	⊠Yes	
(a) If forcible stop policy has not be action been taken or training condi	en complied with b		⊠Yes	
9. ROADBLOCKS	Evaluated	Action Required	Corrected	
An as the Area worked with allied ager roadblocks and deployment of the hollow	ncies to develop plar w spike strip?	ns for establishing	⊠Yes	□No
(1) Are strategic points and personnel	⊠Yes	□No		
(2) Have the officers received instructions on establishing roadblocks?				□No
(3) Have interagency training sessions	s been conducted?		⊠Yes	□No
10. RADIO FAMILIARIZATION	Evaluated	Action Required	Corrected	
a. Are officers familiar with all aspects of	f the radio control he	ead?	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to char to another Area/Division?</li> </ul>			⊠Yes	□No
c. Can officers efficiently operate all eme	ergency equipment for	rom the radio head?	⊠Yes	
11. COMMENTS Section 6. b.1 (a), (b) ar inspection. All officers are observed perform	id (c). These arose:	Suppose and and the state of		
NID ATION (D. 1992)				

CRESCENT CITY AREA
CHAPTER 17, OFFICER SAFETY INSPECTION
JUNE 11, 2008
PAGE ONE

### 1. COMMAND INVOLVEMENT

Through discussions with the Crescent City Area Training Sergeant, William Fletcher, it was determined that Crescent City Area has a genuine interest in the Officer Safety and Weapons Training programs. This inspection contains a few recommendations on how to improve the quality of these programs.

### 2. TRAINING AND CERTIFICATIONS

Sergeant William Fletcher is the Area's Training Sergeant and is responsible for coordinating the Area's training and issuance of respective certifications. He and Officer Brandy Aguniga are responsible for entering all of the training into the Office Training System (OTS). Area CHP 270 training records were reviewed in OTS. It was determined that training was up to date, but had not been completely entered into OTS.

### 3. SAFETY EQUIPMENT

Officers Rick Borges and Pete Gonzales were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of HPM 70.6 (Officer Safety Manual).

Two patrol vehicles, #0445, and #0358 were inspected for current saline solution, cleanliness of the rifle and shotgun, and up-to-date CHP 33 booklet information. Both vehicles were determined to be clean, well kept and contained the proper information in the CHP 33 booklet. Both patrol vehicles contained current saline solution.

A "Vest Expiration Report" was printed from OTS. OTS shows that nine uniformed personnel have expired body armor.

CRESCENT CITY AREA CHAPTER 17, OFFICER SAFETY INSPECTION JUNE 11, 2008 PAGE TWO

### 4. FIREARMS

CHP 270s were examined to determine if the weapons shoots are being conducted as required by HPM 70.8. Not all employees are completing weapon training as required. Pistol, rifle, and shotgun inspections are not being conducted as required per HPM 70.8. An inventory of ammunition was conducted and it revealed that Crescent City Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8.

### PHYSICAL METHODS OF ARREST

Officers Rick Borges and Pete Gonzales were critiqued during their performance of PMA and were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They both had a good knowledge of HPM 70.6 (Officer Safety Manual). They performed satisfactory on all departmental PMA techniques.

### 6. SUMMARY

Area Management and supervision demonstrated a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and are involved in all aspects of training. Area personnel projected a positive attitude toward the Area's OST program, as well as the Department's policies and procedures contained in HPM 70.6.

CRESCENT CITY AREA CHAPTER 17, OFFICER SAFETY INSPECTION JUNE 11, 2008 PAGE THREE

### **ACTION ITEMS**

By addressing the following action items, Crescent City Area will meet the guidelines of this Chapter 17 Inspection:

- 1. Ensure officers with expired body armor receive replacement body armor as soon as possible.
- 2. Ensure all weapons are inspected and entered into OTS in a timely fashion.
- Ensure that all uniformed employees complete departmental weapons training as required by HPM 70.8.
- 4. Ensure that training is entered into OTS as training is conducted. ✓ 7-8-66 per seawy

The ACTION ITEMS should be completed by July 20, 2008. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the Action Items listed above have been corrected.

SHAWN VILLANO, Officer

Northern Division Training Officer

Business, Transportation and Housing Agency

### Memorandum

Date:

July 18, 2008

To:

Northern Division

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Crescent City Area

File No.:

120.9211

Subject:

CRESCENT CITY AREA CHAPTER 17, OFFICER SAFETY INSPECTION ACTION

**ITEMS** 

The purpose of this memorandum is to respond to and document the action items noted in the Chapter 17 inspection conducted by Officer S. Villano, #17093, on June 11, 2008 (Attached). The following action items have been corrected or the necessary actions taken to correct the deficiencies noted.

### Action Items:

1. Ensure officers with expired body armor receive replacement body armor as soon as possible.

This action item was addressed on July 10, 2008, by Sergeant S. Hablitzel, #9211, with the representative for the supplier of body armor. The representative has arranged to expedite the shipment of replacement body armor for the personnel affected.

2. Ensure all weapons are inspected and entered into OTS in a timely fashion.

Necessary action has been initiated to complete this action item and to fulfill compliance with HPM 70.8 by the Area's Weapons Officer Peter Gonzalez, #17248, by the end of July 2008.

3. Ensure that all uniformed employees complete departmental weapons training as required by HPM 70.8.

Necessary steps and action has been initiated to complete this action item and to fulfill compliance with HPM 70.8 by the Area's Weapons Officer Richard Barry, #15777, by the end of July 2008.

Northern Division Page 2 July 18, 2008

4. Ensure that training is entered into OTS as training is conducted.

This action item was completed on July 8, 2008, and being maintained current by Officer Brandy Aguiniga, #16990,

Sergeant

Attachment

### Memorandum

Date:

December 19, 2008

To:

Northern Division

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Redding Area

File No.:

135.10192.13312.chapter17corrections

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES

MANAGEMENT GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

**CORRECTIONS** 

The Redding Area has completed the corrections related to Northern Division's HPG 22.1, *Area Resources Management Guide, Chapter 17, Officer Safety Inspection*, conducted on November 17, 2008. The Area has adopted procedures and practices to prevent recurrence of discrepancies in the future. If you should have any questions, please contact Lieutenant Todd Garr or myself at (530) 242-3200.

GODNICK, Captain

Commander

### Memorandum

Date:

November 25, 2008

To:

Redding Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.11292.17093.135

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Shawn Villano, Northern Division Training Officer, on November 19, 2008. The inspection revealed deficiencies that require correction. These deficiencies are identified as Action Items. The action items should be corrected no later than December 29, 2008. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the action items were corrected. Should you have any questions or concerns, please contact me or

Lieutenant Tim Saxon at (530) 225-2715.

S. B. BELL

Assistant Chief

Attachments

# Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY Area Redding Northern Northern Number 135 Evaluated By: Ofc. Villano Date 11/19/08

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation ☑Formal ☐Informal		Suspense D	ate 12-29-08		7
Follow-up Required	☐ Correction Repo	ort			
⊠Y.es  □No	by	Commander	's Review	Date	9
1. COMMAND INVO	LVEMENT	Evaluated	Action Required	Corrected	1
a. Does the comm	and emphasize importan possible incidence of inj	nce of proper enfoluries incurred by c	rcement tactics to officers?	⊠Yes	□No
(1) Does the cor including use of	nmander stress importan force?	ce of proper enfor	cement tactics,	⊠Yes	□No
(2) Does the safe	ety record of the commar	nd reflect awarene	ess of proper tactics?	⊠Yes	□No
contain commen	rs' CHP 100 forms and C ts on officer safety?	Secretary and the secretary	A DOMESTIC OF	⊠Yes	□No
	nder and lieutenants know farrest, use of force and			⊠Yes	□No
(1) Is this knowle	edge applied properly in c eants?	critiques of inciden	its involving	⊠Yes	□No
(2) Do the captai	in and lieutenants mainta	in minimum level	of enforcement skills?	Yes	□No
(a) Do they att	tend officer safety training	g sessions?		⊠Yes	□No
(b) If they are	not involved in officer sat	fety, what are the	reasons?	⊠Yes	□No
2. TRAINING AND C		Evaluated	Action Required 🖂	Corrected	
a. Do training reco	rds indicate formal trainir	ng has been receiv	ved and certified?	∐Yes	⊠No
(1) Do records re	eflect annual certification enforcement tactics, phy f safety equipment (use of	of traffic officers a	nd sergeants arrest, and	н	
(a) Searching	techniques?			⊠Yes	□No
(b) Handcuffin	g?			⊠Yes	⊡No
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(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	□Yes	⊠No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	∏No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given?		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No
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3.	SAFETY EQUIPMENT	Evaluated 🖂	Action Required	Corrected	
	a. Is Oleoresin Capsicum (OC) spray personnel, captain and below, while or			⊠Yes	□No
	(1) Is OC spray used when the need sheets when OC spray is utilized to			ig ⊠Yes	□No
	(2) When an officer is assaulted and noting the use/nonuse of OC spray		are the supervisors	⊠Yes	□No
	(3) Are individuals who are exposed flushing the affected area with clear	to OC spray deco water within 30 m	ntaminated by inutes?	⊠Yes	□No
	(a) Do Area patrol cars carry at le	astitwo 500 mil. bo	ottles of saline solution?	⊠Yes	□No
	(b) Are officers/sergeants familiar first-aid procedure?	with the decontan	nination and	⊠Yes	□No
	b. Are officers/sergeants familiar with t	he function of the	r duty holsters?	⊠Yes	□No
	(1) Can officers/sergeants draw and looking at the holster, fasten the safe	fire their weapon, ety strap with one	reholster and without hand?	⊠Yes	□No
	(2) Can officers and sergeants draw within one and a half seconds, using	cycle and reholst one hand?	er their weapons	⊠Yes	□No
	(3) Is there personal confirmation by are unloaded prior to holster-related	the testing officer exercises?	that all weapons	⊠Yes	□No
	<ul> <li>Are officers/sergeants proficient in read and sitting position?</li> </ul>	eloading their wea	pons from a standing	⊠Yes	□No
	d. Do officers/sergeants routinely pract	tice with their bato	ns?	⊠Yes	No
	(1) Do officers/sergeants carry their t	patons on all enfo	cement stops?	∑Yes	□No
	(2) Can officers/sergeants successfu	lly demonstrate a	oproved baton techniques?	⊠Yes	□No
(	e. Does the majority of uniformed pers	onnel routinely we	ar body armor?	⊠Yes	□No
	(1) Have active steps been taken to of the protection afforded by soft bod		ers to take advantage	⊠Yes	□No
	(2) Were required reports submitted to for any incidents where body armor v penetrating type instrument?			⊠Yes	□No
	(a) If so, did the involved officer re-	ceive a complete	ohysical examination?	⊠Yes	□No
C	. Are holsters, ammunition, magazines case and OC spray projectors inspected appraisal?	, magazine pouch d in conjunction w	nes, handcuffs, handcuff ith the annual performance	⊠Yes	□No
	(1) Do CHP 311 forms indicate comp	liance?		⊠Yes	·□No
	(2) Were deficiencies corrected within	n 30 days of the in	spection?	⊠Yes	□No

4. FIREARMS	Evaluated 🖂	Action Required	Corrected	
a. Quarterly review of policy of	on discharge of firearms con	nplied with?	⊠Yes	□No
(1) Do officers thoroughly u	nderstand the policy?		⊠Yes	□No
(a) Do incidents involving	ı firearms show proper unde	erstanding of the policy?	⊠Yes	□No
b. Are shoots conducted as re	equired by policy?		∐Yes	⊠No
(1) Have steps been taken t	to correct training deficiencie	es?	⊠Yes	□No
(2) Are weapons training an	d maintenance records read	dily available? Current?	⊠Yes	□No
(3) Do training records show ammunition types, day/night		rized weapons,	⊠Yes	.□No
c. Does the Area have a wear	oons training officer?		⊠Yes	□No
(1) Has the officer complete	d training for weapons traini	ing officers?	⊠Yes	□No
(2) Does the officer supervis	se all shoots?		⊠Yes	□No
(3) Is the officer well-organiz	zed in his/her training?		⊠Yes	□No
(4) Is there a designated alto	ernate to the weapons traini	ng officer?	⊠Yes	□No
(a) Has that officer receive	ed Academy training?		⊠Yes	□No
d. Are range facilities adequat	e for revolver, pistol, rifle, sh	notgun and night shoots	? ⊠Yes	□No
(1) If not, has alternate traini obtain adequate facilities?	ng-been established and pla	ans developed to	⊠Yes	□No
(a) Do plans follow instruc	tions for range contract ren	egotiations?	⊠Yes	□No
(b) Have future range nee	ds been considered?	C. (2-1)(No.)(Vo. 415)	⊠Yes	□No
e. Is an effective inventory pro	cess for shotguns, rifles and	d ammunition in place?	⊠Yes	□No
(1) Have shotguns been inve	entoried as required?		⊠Yes	□No
(a) Are all shotguns accou	inted for?		⊠Yes	□No
(b) Is maintenance/cleanir	ng done as required?		⊠Yes	□No
(c) Are shotguns fired ann	ually to ensure operable cor	ndition?	⊠Yes	□No
(2) Have tactical rifles been i	nventoried as required?		⊠Yes	□No
(a) Are all tactical rifles acc	counted for?		⊠Yes	□No
(b) Is maintenance/cleanin	ng done as required?		⊠Yes	□No
(c) Is ammunition only issu	ued at the range?		⊠Yes	□No
(d) Is there adequate stora	age when the weapons are r	not being carried	⊠Yes	□No
(e) Is there an effective me	ethod for daily assignment a	ind control?	⊠Yes	□No
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	(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
-	(a) Beginning inventory determined?	⊠Yes	□No
	(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
	(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
-	(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
	(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
	(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
	(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
	(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
4	f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
	(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
	g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	□Yes	⊠No
i i	(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
	(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
	(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
	(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
	(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	.⊠Yes	□No
	(5) Are records kept undated as training takes place?	⊠Yes	□No
	(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
	(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
	(8) is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No

h. Procedure in place which ensures p is not involved with the receiving and re	erson processing ecording of amm	g the ammunition requisitio unition inventory?	n ⊠Yes	. No
(1) Is a similar procedure in place where training information is not involved where the similar procedure in place where the similar procedure in the similar procedure where the similar procedure in the similar procedure in the similar procedure where the similar procedure is	nich ensures the ith handling and	person recording weapons recording ammunition?	S ⊠Yes	□No
(2) Is access to the ammunition stora the ammunition officer and supervisor	age and inventor or or back-up em	y records limited to ployee?	⊠Yes	□No
<ul> <li>i. If Area has a resident post (RP), what training of RP officers?</li> </ul>	it procedures are	e used to ensure weapons	⊠Yes	□No
(1) If RP handles ammunition, are p	roper accountabl	lity procedures in place?	⊠Yes	□No
j. Are required inspections conducted i	n conjunction wit	h the annual 118?	⊠Yes	□No
(1) Is a second inspection of the prin	nary firearm con	ducted every six months?	⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated 🖂	Action Required	Corrected	NINE TO
a. Do officers practice weaponless def	ense?		⊠Yes	□No
(1) Are officers familiar with the oppo	nent's five weak	est points?	⊠Yes	□No
(2) Have officers with previous assauthemselves with weaponless defense	It injuries thorou	SEC	⊠Yes	□No
b. Were demonstrations of the following	g control techniq	ues by officers observed:		
(1) Control holds?			⊠Yes	□No
(2) Punches?	5-11		⊠Yes	□No
(3) Strikes?			⊠Yes	∴□No
(4) Blocks?	The same is deeper a		⊠Yes	□No
(5) Defensive kicks?	W.	192	⊠Yes	□No
(6) Defenses against grabs?			⊠Yes	□No
(7) Defenses against weapons?	2	7. 7	⊠Yes	□No
(8) Ground defense and takedowns?			⊠Yes	□No
(9) Placing and removing suspects in	to and from vehi	cles?	⊠Yes	□No
(10) Carotid hold? Note: The use of t	he Carotid hold	is currently suspended	Yes	□No
(a) Are officers following guidelines	for the carotid h	old as listed in policy?	□Yes	□No
(b) Has use of excessive force awa			⊠Yes	□No
c. Were observations of practical hands	BOTTON OF THE REAL PROPERTY.		⊠Yes	□No
(1) Can officers successfully apply ha standing, kneeling, prone or uncoope	indouffs to a sus		∑Yes	□No
(2) Are all uniformed personnel know	ledgeable of poli	cy on handcuffing?	⊠Yes	□No
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d. Are all persons subjected to phy	sical arrest searched	for offensive weapons?	⊠Yes	□No
(1) Has the local jail's experience	with CHP arrests be	en reviewed?	⊠Yes	□No
(2) Has a demonstration of prelim	ninary frisks and sear	ches been observed?	⊠Yes	□No
(3) Do all officers know policy for	searches of the oppo	osite sex?	⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	
a. Do sergeants and officers have keep to followed during each of the five leads to the five lead	knowledge of proper evels of an enforcem	procedures which should ent stop?	 ⊠Yes	□No
b. Do officers have a constant awar enforcement stops and when apprel	reness of their person hending suspected o	nal safety during r known criminals?	⊠Yes	□No
(1) Were demonstrations of an en officers' ability to safely control the of the level of hazard presented?	nforcement stop obse e situation at all time	erved which show the s regardless	∐Yes	®No
(a) Is the violator stop effective	ly made?		□Yes	⊠No
(b) Is the violator completely co	ontrolled?		Yes	⊠No
(c) Is the prisoner properly prep	pared for transportati	on?	□Yes	⊠No
c. Is there evidence of preplanning to prepare beat officers for hostage	and coordination with situations?	n allied agencies	⊠Yes	□No
(1) Do officers understand their ro incident until relieved by the autho	ole is limited to contain ority having jurisdiction	inment of the	⊠Yes	□No
(2) Are officers aware of the need	to maintain fire disci	pline at all times?	⊠Yes	□No
(3) Are officers knowledgeable of potential witnesses, control ingresevacuate the area if required and	ss and egress to the	scene,	⊠Yes	□No
(4) Were various officers and sup- knowledge of the CHP role in hos	ervisors questioned t tage incidents?	o determine their	⊠Yes	:[]No
7. PURSUITS	Evaluated	Action Required	Corrected	
a. Are all uniformed personnel well- conduct of pursuits?	versed in policy rega	irding the	⊠Yes	□No
(1) Number of units?			⊠Yes	™No
(2) When to discontinue?		,	⊠Yes	□No
(3) Were pursuit critiques checked with enforcement guidelines listed	d to determine if the part in policy?	oursuits comply	⊠Yes	□No
(a) Where noncompliance is inc	dicated, were correct	ive actions taken?	⊠Yes	□No
b. Does the Area have written guide with allied agencies during pursuits?	elines or plans to ens	ure proper coordination	⊠Yes	□No
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(1) Are any written agreements on	n file?	2 51 1	□Yes	⊠No
(2) Is Division involved in the plan	ning process?		⊠Yes	□No
(3) Does the Area have and use a specific needs of the command?	pursuit training guid	e tailored to the	⊠Yes	□No
8. FORCIBLE STOPS	Evaluated	Action Required	Corrected	
a. Are Area personnel knowledgeab	le regarding the poli	cy on forcible stops?	⊠Yes	□No
(1) Does the Area follow departme	ental policy?		⊠Yes	□No
(2) Have forcible stop reports beer	n reviewed for compl	iance with policy?	⊠Yes	□No
(a) If forcible stop policy has not action been taken or training co	t been complied with nducted?	, has corrective	⊠Yes	□No
9. ROADBLOCKS	Evaluated	Action Required	Corrected	Ha-
An as the Area worked with allied a roadblocks and deployment of the ho	gencies to develop pollow spike strip?	olans for establishing	⊠Yes	□No
(1) Are strategic points and person	nnel assignments out	lined?	⊠Yes	□No
(2) Have the officers received instr	uctions on establish	ng roadblocks?	⊠Yes	□No
(3) Have interagency training sess	ions been conducted	1?	⊠Yes	□No
10. RADIO FAMILIARIZATION	Evaluated 🖂	Action Required	Corrected	
a. Are officers familiar with all aspect	ts of the radio contro	I head?	⊠Yes	□No
b. Can officers demonstrate how to c to another Area/Division?	change the radio from	n their home Area	⊠Yes	□No
c. Can officers efficiently operate all	emergency equipme	nt from the radio head?	Yes	□No
11. COMMENTS Section 6b (1) (a) (b attached narrative for action items.	) (c) were not actual	y observed during this	inspection. S	ee
	1			
	1,400			
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REDDING AREA CHAPTER 17, OFFICER SAFETY INSPECTION NOVEMBER 25, 2008 PAGE ONE

### 1. COMMAND INVOLVEMENT

Through a discussion with Officer Richins and Sergeant Garcia, it was determined that Redding Area has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains a few recommendations to enhance the quality of these programs.

### 2. TRAINING AND CERTIFICATIONS

Sergeant Garcia is the Area's Training Sergeant and is responsible for overseeing the Area's training program. He and Officer Richins are responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. All CHP 311 inspections were current. It was determined that not all quarterly training and monthly range shoots had been entered into ETRS as required. It does appear that the training has been conducted, but not entered into ETRS properly.

### 3. SAFETY EQUIPMENT

The officer and sergeant who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

BYCE LMO CHYPTER 17, OFFICER SAFETY INSPECTION REDDING AREA REDDING AREA

### 4. FIREARMS

It was determined that the inspections for the departmental weapons were not current in ETRS. Area provided documentation to support that the weapons had actually been inspected. Officer Richins was shown the proper way to input weapons inspections into ETRS. An inventory of ammunition was conducted and revealed the Redding Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8., Firearms Manual.

### 2. PHYSICAL METHODS OF ARREST

Officer Richins, #13630, and Sergeant Garcia #10268, were critiqued regarding PMA and side-handle baton techniques. Each officer performed all the tasks on the CHP 199, Officer Safety Certification.

### SUMMARY.

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training.

REDDING AREA CHAPTER 17, OFFICER SAFETY INSPECTION NOVEMBER 25, 2008 PAGE THREE

### **ACTION ITEMS**

By addressing the following action items, the Redding Area will meet the guidelines of this Chapter 17 Inspection:

- Ensure that training and range shoots are entered into ETRS as they are conducted.
- 2. Ensure that weapons inspections are entered into ETRS as they are conducted.

These **ACTION ITEMS** should be completed by December 29, 2008. A memorandum should be completed by the Area and forwarded to Northern Division certifying that these items have been corrected.

SHAWN VILLANO, Officer

Northern Division Training Coordinator

State of California

Business, Transportation and Housing Agency

### Memorandum

Date:

December 10, 2008

To:

Northern Division

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Susanville Area

File No .:

140.10147.13909

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES

MANAGEMENT GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION,

**ACTION ITEM** 

The Susanville Area has corrected the Action Item as noted during the Chapter 17 inspection conducted on November 26, 2008.

All weapons inspections, range shoots, and quarterly training have been entered into the Employee Training Record System (ETRS) properly. The Area has implemented a revised process to ensure that this omission does not re-occur.

W. E. LIBAND, Lieutenant

Commander

Memorandum

Date:

-December 1, 2008

To:

Susanville Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.10044.17093.170

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Shawn Villano, Northern Division Training Officer, on November 26, 2008. The inspection revealed deficiencies that require correction. These deficiencies are identified as Action Items. The action items should be corrected no later than January 5, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the action items were corrected. Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

D. K. HAHN Assistant Chief

Attachments

JUJ/ FKI IU.	40 VM						1.010
Departmen AREA MAN Chapter 17 OFFICER SA	NAGEMENT	a Highway Patrol EVALUATION	1	rea usanville	.Division Northern	Number 140	
<b>*</b> ( )	,		Е	valuated By Ofc. V	/illano	Date 11/26	6/08
Required" by dated as de blanks as in Summary Sor corrective	ox. If this for ficiencies are dicated. If ac tatement. The actions, unre	items reviewed by plan is used as a Corrected. Answer in iditional comments are Summary Statements solved items, probler ted in pen or pencil, a	tion div e n nt si	n Report, the "Co ridual items with ecessary, the inf hould include sig or progress, and	orrection" box shou "yes" or "no" answe formation can be pla inificant findings, ac the evaluator's ove	ld be initiale ers, or fill in aced in the ecomplishme erall impres	ed and the ents
Type of Eva ⊠Formal		nformal	×.	Suspense Date	9 01/05/09		
Follow-up R	equired	□ Correction Report     □ Correction Report	rt				
⊠Yes	□No	by	_	Commander's	Review	Date	
1. COMMA	ND INVOLVE	MENT		valuated	Action Required	Corrected	
a. Does t	he command ne lowest pos	emphasize important sible incidence of inju	ce d ries	of proper enforces incurred by office	ement tactics to cers?	⊠Yes	□No
	es the comma	nder stress importanc e?	e c	of proper enforce	ment tactics,	⊠Yes	□No
		ecord of the comman				⊠Yes	□No
contain	comments o	HP 100 forms and Ch n officer safety?		Feet and the second	- 1000 	⊠Yes	□No
		and lieutenants know est, use of force and				∑Yes	□No
	is knowledge and sergean	applied properly in cr ts?	ritiq	ues of incidents	involving	⊠Yes	□No
(2) Do 1	he captain ar	id lieutenants maintai	n m	Inimum level of	enforcement skills?	Yes	□No
(a) D	o they attend	officer safety training	se	ssions?	W-10	⊠Yes	□No
(b) If	they are not	nvolved in officer safe	ety,	what are the rea	asons?	⊠Yes	□No
2. TRAININ	G AND CERT	TIFICATION	E	valuated ☑	Action Required 🛛	Corrected	
a. Do trai	ning records i	ndicate formal training	g h	as been received	d and certified?	□Yes	⊠No
for profi the proj	ciency in enfo	t annual certification or proement tactics, phys ety equipment (use of	sica	al methods of aim	est, and		
(a) S	earching tech	niques?				⊠Yes	□No

⊠Yes

□No

Page 1

(a) Searching techniques?

(b) Handcuffing?

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(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	∐No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	·∏No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	∐No
(a) Is any pattern of training weakness apparent?	⊠Yes	□No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠:Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	∐No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	∐No
(4) What is the quality and quantity of the training being given?		
		2 ×
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No
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3. SAFETY EQUIPMENT	Evaluated	Action Required	Corrected	
a. Is Oleoresin Capsicum (OC) spray (p personnel, captain and below, while on-	⊠Yes	□No		
(1) Is OC spray used when the need is sheets when OC spray is utilized to su	ing ⊠Yes	□No		
(2) When an officer is assaulted and a noting the use/nonuse of OC spray or		he supervisors	⊠Yes	□No
(3) Are individuals who are exposed to flushing the affected area with clear w	OC spray decontant ater within 30 minute	ninated by es?	ຸ⊠Yes	□No
(a) Do Area patrol cars carry at leas	st two 500 mil. bottles	s of saline solution?	⊠Yes	□No
(b) Are officers/sergeants familiar w first-aid procedure?	ith the decontaminal	ion and	⊠Yes	□No
b. Are officers/sergeants familiar with the	e function of their du	ty holsters?	⊠Yes	□No
(1) Can officers/sergeants draw and fi looking at the holster, fasten the safety	re thelr weapon, reho y strạp with one hạnd	olster and without d?	_ ⊠Yes	∏Ño
(2) Can officers and sergeants draw, o within one and a half seconds, using o		eir weapons	⊠Yes	⊡No
(3) Is there personal confirmation by the are unloaded prior to holster-related ex	ne testing officer that xercises?	all weapons	⊠Yes	□No
c. Are officers/sergeants proficient in released and sitting position?	oading their weapons	s from a standing	⊠Yes	□No
d. Do officers/sergeants routinely practic	e with their batons?		⊠Yes	□No
(1) Do officers/sergeants carry their ba	atons on all enforcem	ent stops?	⊠Yes	□No
(2) Can officers/sergeants successfully	y demonstrate appro	ved baton techniques	? ⊠Yes	□No
e. Does the majority of uniformed person	nnel routinely wear b	ody armor?	⊠Yes	□No
(1) Have active steps been taken to er of the protection afforded by soft body		take advantage	⊠Yes	□No
(2) Were required reports submitted to			ŧ5	,
for any incidents where body armor wa penetrating type instrument?	as struck by a bullet of	or otner	∑Yes	□No
(a) If so, did the involved officer rece	eive a complete phys	ical examination?	⊠Yes	□No
f. Are holsters, ammunition, magazines, case and OC spray projectors inspected appraisal?	magazine pouches, in conjunction with th	handcuffs, handcuff ee annual performanc	e Yes	□No
(1) Do CHP 311 forms indicate compile	ance?	thith well	⊠Yes	□No
(2) Were deficiencies corrected within	30 days of the inspe	ction?	⊠Yes	□No
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4. FIREARMS	Evaluated	Action Required	Corrected	
a. Quarterly review of policy on disch	arge of firearms co	mplied with?	⊠Yes	□No
(1) Do officers thoroughly understa	nd the policy?		⊠Yes	□No
(a) Do incidents involving firearm	is show proper und	lerstanding of the polic	y? ⊠Yes	□No
b. Are shoots conducted as required	by pólicy?		⊠Yes	□No
(1) Have steps been taken to corre	ct training deficienc	cies?	⊠Yes	□No
(2) Are weapons training and maint	enance records re	adily available? Curre	nt? ∐Yes	⊠No
(3) Do training records show qualification ammunition types, day/night shoots		orized weapons,	⊠Yes	□No
c. Does the Area have a weapons tra	ining officer?		⊠Yes	□No
(1) Has the officer completed training	ng for weapon's trai	ning officers?	⊠Yes	□No
(2) Does the officer supervise all sh	ioots?	(H)	⊠Yes	□No
(3) Is the officer well-organized in h	is/her training?		⊠Yes	□No
(4) Is there a designated alternate t	o the weapons trai	ning officer?	⊠Yes	□No
(a) Has that officer received Acad	demy training?		⊠Yes	□No
d. Are range facilities adequate for re	volver, pistol, rifle,	shotgun and night sho	ots? ⊠Yes	∐No
(1) If not, has alternate training bee obtain adequate facilities?	n established and p	olans developed to	√ ⊠Yes	□No
(a) Do plans follow instructions fo	or range contract re	enegotlations?	⊠Yes	□No
(b) Have future range needs bee	n considered?	Ø	∑Yes	□No
e. Is an effective inventory process for	r shotguns, rifles a	nd ammunition in place	e? ⊠Yes	□No
(1) Have shotguns been inventoried	d as required?		⊠Yes	□No
(a) Are all shotguns accounted for	or?		⊠Yes	∐No
(b) Is maintenance/cleaning done	as required?		∐Yes	⊠No
(c) Are shotguns fired annually to	ensure operable o	condition?	⊠Yes	□No
(2) Have tactical rifles been invento	ried as required?		⊠Yes	□No
(a) Are all tactical rifles accounte	d for?		⊠Yes	□No
(b) Is maintenance/cleaning done	as required?		□Yes	⊠No
(c) Is ammunition only issued at t	he range?	90 J.S.	⊠Yes	□No
(d) Is there adequate storage wh	en the weapons ar	e not being carried	⊠Yes	□No
(e) Is there an effective method for	or daily assignmen	t and control?	⊠Yes	□No
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(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
(a) Beginning Inventory determined?	⊠Yes	□No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
(5) Are records kept undated as training takes place?	☐Yes.	⊠No
(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	∐No
9		

OI HOEK OR EIT				
h. Procedure in place which ensures pe is not involved with the receiving and re-	on ⊠Yes_	∐No		
(1) is a similar procedure in place whi training information is not involved wit	y ⊠Yes	□No		
(2) Is access to the ammunition stora the ammunition officer and supervisor	⊠Yes	□No		
i. If Area has a resident post (RP), what training of RP officers?	⊠Yes	□No		
(1) If RP handles ammunition, are pr	oper accountability p	rocedures in place?	⊠Yes	□No
j. Are required inspections conducted in	conjunction with the	annual 118?	⊠Yes	□No
(1) Is a second inspection of the prim	nary firearm conducte	d every six months?	⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required .	Corrected	8
a. Do officers practice weaponless defe	nse?		⊠Yes	□No
(1) Are officers familiar with the oppor	nent's five weakest p	oints?	⊠Yes	□No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?				□No
b. Were demonstrations of the following control techniques by officers observed:				
(1) Control holds?				□No
(2) Punches?			⊠Yes	□No
(3) Strikes?				□No
(4) Blocks?				□No
(5) Defensive kicks?				□No
(6) Defenses against grabs?			⊠Yes	□No
(7) Defenses against weapons?		lå.	⊠Yes	□No
(8) Ground defense and takedowns?			⊠Yes	□No
(9) Placing and removing suspects in	to and from vehicles?	>	⊠Yes	□No
(10) Carofid hold? Note: The use of t			d. □Yes	⊠No
(a) Are officers following guidelines	for the carotid hold a	as listed in policy?	□Yes	⊠No
(b) Has use of excessive force awareness training been conducted?			∐Yes	⊠No
c. Were observations of practical hand	suffing techniques ma	ade?	⊠Yes	⊠No
(1) Can officers successfully apply ha standing, kneeling, prone or uncoope	ndcuffs to a suspect		⊠Yes	□No
(2) Are all uniformed personnel knowl		n handcuffing?	⊠Yes	□No
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UFFICER SAFETT				
d. Are all persons subjected to physical arrest searched for offensive weapons?				
(1) Has the local jail's experience with	h CHP arrests been r	eviewed?	⊠Yes	□No
(2) Has a demonstration of preliminar	ry frisks and searche:	s been observed?	⊠Yes	□No
(3) Do all officers know policy for sea	rches of the opposite	sex?	⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	
a. Do sergeants and officers have know be followed during each of the five level	wledge of proper prod is of an enforcement	edures which should stop?	⊠Yes	□No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?			⊠Yes	□No
(1) Were demonstrations of an enforce officers' ability to safely control the sit of the level of hazard presented?	∐Yes	⊠No		
<del></del>	ando?	840	—————————————————————————————————————	⊠No
(a) Is the violator stop effectively made?				⊠No
(b) Is the violator completely controlled?			Yes Yes	⊠No
(c) is the prisoner property property and temperature				
<ul> <li>c. Is there evidence of preplanning and coordination with allied agencies to prepare beat officers for hostage situations?</li> </ul>			∐Yes	⊠No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?			⊠Yes	□No
A STATE OF THE STA			⊠Yes	□No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required and render necessary medical aid?			: ⊠Yes	⊡No
(4) Were various officers and supervi	sors questioned to de e incidents?	etermine their	⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
a. Are all uniformed personnel well-versonduct of pursuits?	sed in policy regardin	g the	⊠Yes	□No
(1) Number of units?	1111.070		⊠Yes	□Nø
(2) When to discontinue?	101		⊠Yes	□No
(3) Were pursuit critiques checked to with enforcement guidelines listed in	determine if the purs	uits comply	⊠Yes	∐No
(a) Where noncompliance is indica		actions taken?	⊠Yes	□No
b. Does the Area have written guideline with allied agencies during pursuits?			⊠Yes	□No
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	1.44			
(1) Are any written agreements on fil	le?		⊠Yes	□No
(2) is Division involved in the planning	ng process?		⊠Yes	□No
(3) Does the Area have and use a paspecific needs of the command?	ursuit training guide ta	allored to the	⊠Yes	∐No
8. FORCIBLE STOPS	Evaluated	Action Required	Corrected	
a. Are Area personnel knowledgeable	regarding the policy o	on forcible stops?	⊠Yes	□No
(1) Does the Area follow department	al policy?	73.0071000	⊠Yes	□No
(2) Have forcible stop reports been re	eviewed for complian	ce with policy?	⊠Yes	□No
(a) If forcible stop policy has not b action been taken or training cond	een complied with, hau	as corrective	⊠Yes	□No
9. ROADBLOCKS	Evaluated	Action Required	Corrected	
a. Has the Area worked with allied age roadblocks and deployment of the holid	ncies to develop plan ow spike strip?	s for establishing	⊠Yes	□No
(1) Are strategic points and personne	el assignments outline	ed?	⊠Yes	□No
(2) Have the officers received instructions on establishing roadblocks?			⊠Yes	□No
(3) Have interagency training sessions been conducted?			∐Yes	⊠No
10. RADIO FAMILIARIZATION	Evaluated	Action Required	Corrected	
a. Are officers familiar with all aspects	of the radio control he	ead?	⊠Yes	□No
b. Can officers demonstrate how to cha to another Area/Division?	ange the radio from th	neir home Area	⊠Yes	□No
c. Can officers efficiently operate all en	nergency equipment f	rom the radio head?	⊠Yes	□No
11. COMMENTS				
Section #6 (Enforcement Tactics): No Sgt. confirms that all stops are conducted	o enforcement stops \ within policy as noted	were actually observed on Sgt. ride-a-longs	ed. The Trair	ning
8 8				
•	· · · · · · · · · · · · · · · · · · ·		181	
	V			

SUSANVILLE AREA CHAPTER 17, OFFICER SAFETY INSPECTION NOVEMBER 26, 2008 PAGE ONE

## 1. COMMAND INVOLVEMENT

Through a discussion with Officer Bunyard, it was determined that Susanville Area has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains a few recommendations to enhance the quality of these programs.

## 2. TRAINING AND CERTIFICATIONS

Officer Bunyard is the Area's Training Officer and is responsible for overseeing the Area's training program. He is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. All CHP 311 inspections were current. It was determined that not all quarterly training and monthly range shoots had been entered into ETRS as required. Officer Bunyard was able to show that the training had actually been completed, but just was not entered into ETRS properly.

#### 3. SAFETY EQUIPMENT

The two officers who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual. It was determined that all officers possess current body armor.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

SUSANVILLE AREA CHAPTER 17, OFFICER SAFETY INSPECTION NOVEMBER 26, 2008 PAGE TWO

#### 4. FIREARMS

A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were not current and had not been entered into ETRS. Officer Bunyard was able to show that the weapons inspections were being done, but just was not entered into ETRS properly. An inventory of ammunition was conducted and revealed the Susanville Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8., Firearms Manual.

## 5. PHYSICAL METHODS OF ARREST

Officers Bunyard, #15131, and Pecore #14568, were critiqued regarding PMA and side-handle baton techniques. Each officer performed all the tasks on the CHP 199, Officer Safety Certification.

#### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training.

SUSANVILLE AREA CHAPTER 17, OFFICER SAFETY INSPECTION NOVEMBER 26, 2008 PAGE THREE

## **ACTION ITEMS**

By addressing the following action items, the Susanville Area will meet the guidelines of this Chapter 17 Inspection:

1. Ensure that all weapons inspections, range shoots and quarterly training is entered into ETRS properly.

The **ACTION ITEMS** should be completed by January 5, 2009. A memorandum shall be completed by the Area and forwarded to Northern Division certifying that the items have been corrected.

SHAWN VILLANO, Officer

Northern Division Training Officer

Business, Transportation and Housing Agency

N.D.

## Memorandum

Date:

September 9, 2009

To:

Northern Division

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Redding Area

File No.:

135.11279.10268.Chapter17response

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES

MANAGEMENT GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

On July 26, 2009, Northern Division Training Coordinator, Officer Ryan Ham, conducted a Chapter 17 inspection of the Redding Area's training program and records. During the inspection, Officer Ham noted one area of concern. Accordingly, Northern Division requested a response to the one action item. The action item and correction are as follows:

1. Ensure that all CHP 311 inspections are completed and entered into the ETRS program. The two deficient CHP 311 inspections that were found have been updated and the new dates have been entered into the ETRS program.

Redding Area is committed to officer safety and will continue to provide quality training to its officers. Should you have any questions or concerns, please feel free to contact me at (530) 242-3200.

T. A. MORRISON, Lieutenant

Acting Commander

## Memorandum

Date:

September 01, 2009

To:

Redding Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

en Bell

File No.:

101.11292.17197.135

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Ryan Ham, Northern Division Training Officer, on July 26, 2009. The inspection revealed one deficiency that requires correction. This deficiency is identified as an **Action Item**. The action item should be corrected no later than October 01, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the action item was corrected. Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

S. B. BELL

Assistant Chief

Attachments

Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY			rea Redding	Division Northern	Number 135	
		E	valuated By Ofc. I	-lam	Date 7/26	/09
INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed a dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishment or corrective actions, unresolved items, problems or progress, and the evaluator's overall impression This form can be completed in pen or pencil, and the Summary can be handwritten if desired.					ed and the nents	
Type of Evaluation ⊠Formal □I	nformal	Suspense Date 10/01/09				
Follow-up Required	⊠ Correction Repo	ort				
⊠Yes □No	by	-	Commander's	Review	Date	)
1. COMMAND INVOLVEMENT Eva			valuated ☑	Action Required	Corrected	
a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers?				⊠Yes	□No	
(1) Does the comma including use of force	nder stress importande?	ce o	f proper enforce	ment tactics,	⊠Yes	□No
(2) Does the safety re	ecord of the comman	d re	flect awareness	of proper tactics?	⊠Yes	□No
(3) Do the officers' C contain comments or	officer safety?				⊠Yes	□No
<ul> <li>b. Are-the-commander- physical methods of arr</li> </ul>					⊠Yes	□No
(1) Is this knowledge officers and sergeant	applied properly in c				 ⊠Yes	 □No
(2) Do the captain an	d lieutenants maintai	n m	inimum level of	enforcement skills'	? ⊠Yes	□No
(a) Do they attend	officer safety training	ses	ssions?		⊠Yes	□No
(b) If they are not in	nvolved in officer safe	ety,	what are the rea	sons?	⊠Yes	□No
2. TRAINING AND CERT	IFICATION	Ev	aluated	Action Required	Corrected	
a. Do training records indicate formal training has been received and certified?   ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐					□No	

(1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications

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been recorded for:

(b) Handcuffing?

(a) Searching techniques?

□No

□No

⊠Yes

⊠Yes

(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) Is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? The training prov	ided is	
adequate and meets departmental requirements.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No

222	3. SAFETY EQUIPMENT	Evaluated	Action Required	Corrected	
	a. Is Oleoresin Capsicum (OC) spray (p personnel, captain and below, while on-		by all uniformed	⊠Yes	□No
	(1) Is OC spray used when the need is sheets when OC spray is utilized to su		ations made on book	ing ⊠Yes	□No
-	(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?				□No
	(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?				□No
	(a) Do Area patrol cars carry at leas	st two 500 mil. bottles	of saline solution?	⊠Yes	□No
	(b) Are officers/sergeants familiar w first-aid procedure?	ith the decontaminat	ion and	⊠Yes	□No
	b. Are officers/sergeants familiar with the	e function of their dut	ty holsters?	⊠Yes	□No
	(1) Can officers/sergeants draw and fire their weapon, reholster and without looking at the holster, fasten the safety strap with one hand?				□No
	(2) Can officers and sergeants draw, cycle and reholster their weapons within one and a half seconds, using one hand?				□No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?			⊠Yes	□No	
	-cAre-officers/sergeants-proficient-in-relo and sitting position?	pading-their-weapons	s-from-a-standing	⊠Yes	□No
	d. Do officers/sergeants routinely practic	e with their batons?		⊠Yes	□No
	(1) Do officers/sergeants carry their ba	tons on all enforcem	ent stops?	⊠Yes	□No
	(2) Can officers/sergeants successfully	/ demonstrate approv	ved baton techniques	? ⊠Yes	□No
	e. Does the majority of uniformed persor	nnel routinely wear bo	ody armor?	⊠Yes	□No
	(1) Have active steps been taken to en of the protection afforded by soft body		take advantage	∐Yes	□No
	(2) Were required reports submitted to for any incidents where body armor wa penetrating type instrument? N/A	1 7 7		∐Yes	□No
	(a) If so, did the involved officer rece	eive a complete phys	ical examination?	∐Yes	□No
	f. Are holsters, ammunition, magazines, case and OC spray projectors inspected i appraisal?			e ∐Yes	⊠No
	(1) Do CHP 311 forms indicate complia	ance?		□Yes	⊠No
	(2) Were deficiencies corrected within	30 days of the inspec	ction?	⊠Yes	□No
	· · · · · · · · · · · · · · · · · · ·				

4. FIREARMS	Evaluated	Action Required	Corrected	
a. Quarterly review of policy on discha	irge of firearms compli	ed with?	⊠Yes	□No
(1) Do officers thoroughly understan	d the policy?	**	⊠Yes	□No
(a) Do incidents involving firearms	s show proper underst	anding of the policy?	⊠Yes	□No
b. Are shoots conducted as required b	y policy?		⊠Yes	□No
(1) Have steps been taken to correct	t training deficiencies?		⊠Yes	□No
(2) Are weapons training and mainte	Yes	□No		
(3) Do training records show qualific ammunition types, day/night shoots,		ed weapons,	⊠Yes	□No
c. Does the Area have a weapons train	ning officer?		⊠Yes	□No
(1) Has the officer completed training	g for weapons training	officers?	⊠Yes	□No
(2) Does the officer supervise all sho	oots?		⊠Yes	□No
(3) Is the officer well-organized in his	s/her training?		⊠Yes	□No
(4) Is there a designated alternate to	the weapons training	officer?	⊠Yes	□No
(a) Has that officer received Academy training?				□No
d. Are range facilities adequate for revolver, pistol, rifle, shotgun and night shoots?			s? ⊠Yes	□No
(1) If not, has alternate training been obtain adequate facilities?	established and plans	s developed to	∐Yes	─□No
(a) Do plans follow instructions for	range contract reneg	otiations?	∐Yes	□No
(b) Have future range needs been	considered?		∐Yes	□No
e. Is an effective inventory process for	shotguns, rifles and a	mmunition in place?	⊠Yes	□No
(1) Have shotguns been inventoried	as required?		⊠Yes	□No
(a) Are all shotguns accounted for	?		⊠Yes	□No
(b) Is maintenance/cleaning done	as required?		⊠Yes	□No
(c) Are shotguns fired annually to	ensure operable cond	ition?	⊠Yes	□No
(2) Have tactical rifles been inventori	ed as required?		⊠Yes	□No
(a) Are all tactical rifles accounted	for?		⊠Yes	□No
(b) Is maintenance/cleaning done	as required?		⊠Yes	□No
(c) Is ammunition only issued at th	e range?		⊠Yes	□No
(d) Is there adequate storage whe by on-duty officers?	n the weapons are no	t being carried	⊠Yes	□No
(e) Is there an effective method for	daily assignment and	d control?	⊠Yes	□No

(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
(a) Beginning inventory determined?	⊠Yes	□No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
g. Are weapons training records maintained as required per policy? Has record reliability-been-determined-by-testing-the-accuracy-of-the-recorded-information?	XYes	No_
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
(5) Are records kept undated as training takes place?	⊠Yes	□No
(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No

<ul> <li>h. Procedure in place which ensures per is not involved with the receiving and re</li> </ul>	on ⊠Yes	□No		
(1) Is a similar procedure in place wh training information is not involved wi			s ⊠Yes	□No
(2) Is access to the ammunition stora the ammunition officer and superviso			⊠Yes	□No
<ul><li>i. If Area has a resident post (RP), wha training of RP officers?</li></ul>	t procedures are used	d to ensure weapons	⊠Yes	□No
(1) If RP handles ammunition, are pr	oper accountability p	rocedures in place?	⊠Yes	□No
j. Are required inspections conducted in	n conjunction with the	annual 118?	⊠Yes	□No
(1) Is a second inspection of the primary firearm conducted every six months?			⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required	Corrected	
a. Do officers practice weaponless defense?				□No
(1) Are officers familiar with the opponent's five weakest points?			⊠Yes	□No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?			⊠Yes	□No
b. Were demonstrations of the following control techniques by officers observed:				
(1) Control holds?			⊠Yes	□No
(2) Punches?			⊠Yes	□No
(3) Strikes?			⊠Yes	□No
(4) Blocks?			⊠Yes	□No
(5) Defensive kicks?				□No
(6) Defenses against grabs?			⊠Yes	□No
(7) Defenses against weapons?			⊠Yes	□No
(8) Ground defense and takedowns?			⊠Yes	□No
(9) Placing and removing suspects int	o and from vehicles?		⊠Yes	□No
(10) Carotid hold? Note: The use of t	he Carotid hold is c	urrently suspended	d. ∐Yes	□No
(a) Are officers following guidelines	for the carotid hold a	s listed in policy?	∐Yes	□No
(b) Has use of excessive force awareness training been conducted?			⊠Yes	□No
c. Were observations of practical hando	uffing techniques ma	de?	⊠Yes	□No
(1) Can officers successfully apply ha standing, kneeling, prone or uncooper		who is	⊠Yes	□No
(2) Are all uniformed personnel knowl	edgeable of policy or	handcuffing?	⊠Yes	□No
	·			

d. Are all persons subjected to physical arrest searched for offensive weapons?			⊠Yes	□No
(1) Has the local jail's experience with	n CHP arrests been r	eviewed?	⊠Yes	□No
(2) Has a demonstration of preliminar	y frisks and searche	s been observed?	⊠Yes	□No
(3) Do all officers know policy for sear	rches of the opposite	sex?	⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	
a. Do sergeants and officers have know be followed during each of the five level:			l ⊠Yes	□No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?				□No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?				
(a) Is the violator stop effectively made?				□No
(b) Is the violator completely contro	lled?		∐Yes	□No
(c) Is the prisoner properly prepared for transportation?			□Yes	□No
c. Is there evidence of preplanning and coordination with allied agencies to prepare beat officers for hostage situations?			⊠Yes	□No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?			⊠Yes	□No
(2) Are officers aware of the need to maintain fire discipline at all times?			⊠Yes	□No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required and render necessary medical aid?    ⊠Yes [				□No
(4) Were various officers and supervis		termine their	⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
a. Are all uniformed personnel well-vers conduct of pursuits?	ed in policy regarding	g the	⊠Yes	□No
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
(3) Were pursuit critiques checked to o with enforcement guidelines listed in p		uits comply	⊠Yes	□No
(a) Where noncompliance is indicate	ed, were corrective a	ctions taken?	⊠Yes	□No
b. Does the Area have written guidelines with allied agencies during pursuits?	s or plans to ensure p	proper coordination	⊠Yes	□No
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(1) Are any written agreements on file?			⊠Yes	□No
(2) Is Division involved in the planning	g process?		⊠Yes	□No
(3) Does the Area have and use a pu specific needs of the command?	rsuit training guide ta	ilored to the	⊠Yes	□No
8. FORCIBLE STOPS	Evaluated	Action Required	Corrected	
a. Are Area personnel knowledgeable r	egarding the policy o	n forcible stops?	⊠Yes	□No
(1) Does the Area follow departmenta	l policy?		⊠Yes	□No
(2) Have forcible stop reports been re	viewed for compliant	ce with policy?	⊠Yes	□No
(a) If forcible stop policy has not be action been taken or training condu		s corrective	∐Yes	□No
9. ROADBLOCKS	Evaluated	Action Required	Corrected	
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?				□No
(1) Are strategic points and personnel assignments outlined?			⊠Yes	□No
(2) Have the officers received instructions on establishing roadblocks?			⊠Yes	□No
(3) Have interagency training sessions	s been conducted?		□Yes	⊠No
10. RADIO FAMILIARIZATION	Evaluated	Action Required	Corrected	
a. Are officers familiar with all aspects o	f the radio control he	ad?	⊠Yes	□No
b. Can officers demonstrate how to cha to another Area/Division?	nge the radio from th	eir home Area	⊠Yes	□No
c. Can officers efficiently operate all em	ergency equipment f	rom the radio head?	⊠Yes	□No
11. COMMENTS Section 6 b (1) a, b, and not actually observed during this inspection		sergeant ride-a-longs	This section	n was
			¥ù	

REDDING AREA CHAPTER 17, OFFIÇER SAFETY INSPECTION JULY 26, 2009 PAGE ONE

#### 1. COMMAND INVOLVEMENT

Through a discussion with Officer Barone, it was determined that the Redding Area has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains one recommendation to enhance the quality of these programs.

#### 2. TRAINING AND CERTIFICATIONS

Officer Barone is the Area's Training Officer and is responsible for overseeing the Area's training program. He is responsible for ensuring that all of the training is entered into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. ETRS revealed that there were two deficient CHP 311 inspections. It was determined that all quarterly training and monthly range shoots were being conducted and entered into ETRS as required.

## 3. SAFETY EQUIPMENT

The two uniformed personnel who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

REDDING AREA CHAPTER 17, OFFICER SAFETY INSPECTION JULY 26, 2009 PAGE TWO

#### 4. FIREARMS

Area weapons are being inspected as required by HPM 70.8, *Firearms Manual*. A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were current and had been entered into ETRS. An inventory of ammunition was conducted and revealed the Redding Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8.

#### 5. PHYSICAL METHODS OF ARREST

Officer Roach, #18007, and Officer Barone, #15133, were critiqued regarding PMA and side-handle baton techniques. Each officer satisfactorily performed all the tasks on the CHP 199, Officer Safety Certification.

#### 6. SUMMARY

Area-Management continues to demonstrate a high-level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training.

REDDING AREA CHAPTER 17, OFFICER SAFETY INSPECTION JULY 26, 2009 PAGE THREE

#### **ACTION ITEM**

By addressing the following action item, the Redding Area will meet the guidelines of this Chapter 17 Inspection:

1. Ensure that all CHP 311 inspections are completed and entered into ETRS.

The **ACTION ITEM** should be completed by October 01, 2009. A memorandum shall be completed by the Area and forwarded to Northern Division certifying that the item has been corrected.

RYAN HAM, Officer

Northern Division Training Officer

#### Memorandum

Date:

January 8, 2009

To:

Northern Division

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Cottonwood Inspection Facility

File No.:

131.12435.11279.Chap17def

Subject:

CHAPTER 17 INSPECTION DEFICIENCY CORRECTIONS

I have received the memorandum, dated December 22, 2008, identifying deficiencies found during the December 11, 2008, Chapter 17, *Officer Safety Inspection*, conducted at the Cottonwood Inspection Facility (CIF). CIF has addressed the following action items:

- 1. <u>Ensure that all training is entered into ETRS</u> CIF has updated our ETRS records to include all training.
- 2. <u>Ensure that all weapons inspections are done and entered into ETRS in a timely fashion</u> CIF has completed all required weapons inspections and has updated our ETRS records to include these inspections.

Policy regarding the timely update of ETRS records has been reviewed with all involved employees. CIF will ensure these records are adequately maintained in the future.

Please contact me or Sergeant Vince Zambrana at (530) 347-1813, if you have any questions or require additional information.

T. A. MORRISON, Lieutenant

Commander

4.6

#### Memorandum

Date:

December 22, 2008

To:

Cottonwood Inspection Facility

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.13322.17197.131

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Ryan Ham, Northern Division Training Officer, on December 11, 2008. The inspection revealed deficiencies that require correction. These deficiencies are identified as Action Items. The action items should be corrected no later than January 22, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the action items were corrected. Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

FRANK H. PARRISH, JR., Captain

Special Services Commander

Attachments

# Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY Area Cottonwood I.F. Division Northern 131 Evaluated By Ofc. Ham Date 12/11/08

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation  ⊠Formal Suspense Date 01/22/09					
Follow-up Required	□ Correction Repo	rt			
⊠Yes □No	by	Commander's	Review	Date	<del></del>
1. COMMAND INVOLVE	:MENT	Evaluated	Action Required	Corrected	d'
a. Does the command achieve the lowest pos	emphasize important sible incidence of inju	ce of proper enforce	ement tactics to icers?	⊠Yes	□No
(1) Does the comma including use of force	nder stress importance?	ce of proper enforce	ement tactics,	⊠Yes	□No
(2) Does the safety r	ecord of the comman	d reflect awareness	s of proper tactics?	⊠Yes	□No
(3) Do the officers' CHP 100 forms and CHP 118s, Performance Appraisals, contain comments on officer safety?			⊠Yes	□No	
b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, use of force and the correct use of safety equipment?			⊠Yes	□No	
(1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants?			⊠Yes	□No	
(2) Do the captain and lieutenants maintain minimum level of enforcement skills?			? ⊠Yes	□No	
(a) Do they attend officer safety training sessions?		⊠Yes	□No		
(b) If they are not	involved in officer safe	ety, what are the re	asons?	□Yes	□No
2. TRAINING AND CERT	TFICATION	Evaluated	Action Required 🖂	Corrected	
a. Do training records i	ndicate formal training	g has been receive	d and certified?	□Yes	⊠No
for proficiency in enfo	t annual certification of procement tactics, physe ety equipment (use of	sical methods of arr	rest, and		
(a) Searching tech	niques?			⊠Yes	□No
(b) Handcuffing?				⊠Yes	□No
CHP 453S (Rev 1-96)					Page 1

(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	□Yes	⊠No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) Is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
.d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? The training provi	ded is	
a dequate and meets departmental requirements.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No

3. SAFETY EQUIPMENT		Evaluated	Action Required	]	Corrected	
<ul> <li>a. Is Oleoresin Capsicum (OC) spray personnel, captain and below, while or</li> </ul>			by all uniformed		⊠Yes	□No
(1) Is OC spray used when the need sheets when OC spray is utilized to			ations made on boo	king	g ⊠Yes	□No
(2) When an officer is assaulted and noting the use/nonuse of OC spray			the supervisors		⊠Yes	□No
(3) Are individuals who are exposed flushing the affected area with clear	to W	o OC spray decontar ater within 30 minute	ninated by es?		⊠Yes	□No
(a) Do Area patrol cars carry at le	as	st two 500 mil. bottles	s of saline solution?		⊠Yes	□No
(b) Are officers/sergeants familiar first-aid procedure?	W	ith the decontaminat	ion and		⊠Yes	□No
b. Are officers/sergeants familiar with	th	e function of their du	ty holsters?		⊠Yes	□No
(1) Can officers/sergeants draw and looking at the holster, fasten the safe					⊠Yes	□No
(2) Can officers and sergeants draw within one and a half seconds, using			eir weapons		⊠Yes	□No
(3) Is there personal confirmation by are unloaded prior to holster-related			all weapons		⊠Yes	□No
c. Are officers/sergeants proficient in r and sitting position?	el	pading their weapons	s from a standing		⊠Yes	□No
d. Do officers/sergeants routinely prac	tic	e with their batons?			⊠Yes	□No
(1) Do officers/sergeants carry their	ba	tons on all enforcem	nent stops?		⊠Yes	□No
(2) Can officers/sergeants successfu	ılly	demonstrate appro	ved baton technique	∋s?	⊠Yes	□No
e. Does the majority of uniformed pers	or	nnel routinely wear b	ody armor?		⊠Yes	□No
(1) Have active steps been taken to of the protection afforded by soft boo		_	take advantage		∐Yes	□No
(2) Were required reports submitted for any incidents where body armor v						
penetrating type instrument?	,,,,				∐Yes	□No
(a) If so, did the involved officer re	ce	ive a complete phys	ical examination?		□Yes	□No
f. Are holsters, ammunition, magazines case and OC spray projectors inspecte appraisal?	s, d	magazine pouches, n conjunction with th	handcuffs, handcuff ne annual performar	: ice	⊠Yes	□No
(1) Do CHP 311 forms indicate comp	lia	nnce?	×1		⊠Yes	□No
				⊠Yes	□No	
	-					

4. FIREARMS	Evaluated	Action Required	Corrected	
a. Quarterly review of policy on dischar	ge of firearms compli	ed with?	⊠Yes	□No
(1) Do officers thoroughly understand the policy?				□No
(a) Do incidents involving firearms	show proper understa	anding of the policy?	⊠Yes	□No
b. Are shoots conducted as required by	policy?		⊠Yes	□No
(1) Have steps been taken to correct training deficiencies?				□No
(2) Are weapons training and mainten	ance records readily	available? Current?	∐Yes	⊠No
(3) Do training records show qualificate ammunition types, day/night shoots, e		d weapons,	⊠Yes	□No
c. Does the Area have a weapons traini	ng officer?		⊠Yes	□No
(1) Has the officer completed training	for weapons training	officers?	⊠Yes	□No
(2) Does the officer supervise all shoo	rts?		⊠Yes	□No
(3) Is the officer well-organized in his/	her training?		⊠Yes	□No
(4) Is there a designated alternate to the weapons training officer?				□No
(a) Has that officer received Academy training?				□No
d. Are range facilities adequate for revolver, pistol, rifle, shotgun and night shoots?				□No
(1) If not, has alternate training been e obtain adequate facilities?	established and plans	developed to	∐Yes	□No
(a) Do plans follow instructions for r	ange contract renego	tiations?	□Yes	□No
(b) Have future range needs been c	onsidered?		□Yes	□No
e. Is an effective inventory process for s	hotguns, rifles and ar	nmunition in place?	⊠Yes	□No
(1) Have shotguns been inventoried as	required?		⊠Yes	□No
(a) Are all shotguns accounted for?			⊠Yes	□No
(b) Is maintenance/cleaning done as	s required?	1	⊠Yes	□No
(c) Are shotguns fired annually to er	sure operable condit	ion?	⊠Yes	□No
(2) Have tactical rifles been inventoried as required?				□No
(a) Are all tactical rifles accounted for	or?		⊠Yes	□No
(b) Is maintenance/cleaning done as	required?	=11	⊠Yes	□No
(c) Is ammunition only issued at the	range?		⊠Yes	□No
(d) Is there adequate storage when to by on-duty officers?	the weapons are not	being carried	⊠Yes	□No
(e) Is there an effective method for d	aily assignment and	control?	⊠Yes	□No

	(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
-	(a) Beginning inventory determined?	⊠Yes	□No
	(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
	(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
	(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
	(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
7	(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
	(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
	(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
	f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
_	(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
	g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
	(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
	(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
	(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
	(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
	(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
	(5) Are records kept undated as training takes place?	⊠Yes	□No
	(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
	(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
	(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No

h. Procedure in place which ensures person processing the ammunition requisitio is not involved with the receiving and recording of ammunition inventory?	n ⊠Yes	□No
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	⊠Yes	□No
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or back-up employee?	⊠Yes	□No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?	□Yes	□No
(1) If RP handles ammunition, are proper accountability procedures in place?	□Yes	□No
j. Are required inspections conducted in conjunction with the annual 118?	⊠Yes	□No
(1) Is a second inspection of the primary firearm conducted every six months?	⊠Yes	□No
5. PHYSICAL METHODS OF ARREST Evaluated ☐ Action Required ☐	Corrected	
a. Do officers practice weaponless defense?	⊠Yes	□No
(1) Are officers familiar with the opponent's five weakest points?	⊠Yes	□No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	⊠Yes	□No
b. Were demonstrations of the following control techniques by officers observed:		
(1) Control holds?	⊠Yes	□No
(2) Punches?	⊠Yes	□No
(3) Strikes?	⊠Yes	□No
(4) Blocks?	⊠Yes	□No
(5) Defensive kicks?	⊠Yes	□No
(6) Defenses against grabs?	⊠Yes	□No
(7) Defenses against weapons?	⊠Yes	□No
(8) Ground defense and takedowns?	⊠Yes	□No
(9) Placing and removing suspects into and from vehicles?	⊠Yes	□No
(10) Carotid hold? Note: The use of the Carotid hold is currently suspended.	□Yes	□No
(a) Are officers following guidelines for the carotid hold as listed in policy?	□Yes	□No
(b) Has use of excessive force awareness training been conducted?	⊠Yes	□No
c. Were observations of practical handcuffing techniques made?	⊠Yes	□No
(1) Can officers successfully apply handcuffs to a suspect who is		
standing, kneeling, prone or uncooperative?	⊠Yes	□No

d. Are all persons subjected to physica	⊠Yes	□No		
(1) Has the local jail's experience with CHP arrests been reviewed?				⊠No
(2) Has a demonstration of preliminary frisks and searches been observed?				□No
(3) Do all officers know policy for searches of the opposite sex?				□No
6. ENFORCEMENT TACTICS	Corrected			
<ul> <li>Do sergeants and officers have known be followed during each of the five level</li> </ul>			d ⊠Yes	□No
<ul> <li>b. Do officers have a constant awarene enforcement stops and when apprehen</li> </ul>			⊠Yes	□No
(1) Were demonstrations of an enforce officers' ability to safely control the sit of the level of hazard presented?			∐Yes	□Nọ
(a) Is the violator stop effectively m	nade?		∐Yes	□No
(b) Is the violator completely control	olled?		∐Yes	□No
(c) Is the prisoner properly prepare	d for transportation?		□Yes	□No
c. Is there evidence of preplanning and coordination with allied agencies to prepare beat officers for hostage situations?				□No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?				□No
(2) Are officers aware of the need to maintain fire discipline at all times?				□No
(3) Are officers knowledgeable of their potential witnesses, control ingress ar evacuate the area if required and reno	nd egress to the scer	ie,	⊠Yes	□No
(4) Were various officers and supervis		etermine their	⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
Are all uniformed personnel well-vers conduct of pursuits?	ed in policy regarding	g the	⊠Yes	□No
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?			⊠Yes	□No
(a) Where noncompliance is indicate	(a) Where noncompliance is indicated, were corrective actions taken?			□No
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?				□No
CHP 453S (Rev 1-96)			F	Page 7

(1) Are any written agreements on fi	le?		□Yes	⊠No
(2) Is Division involved in the planning process?				□No
(3) Does the Area have and use a p specific needs of the command?	⊠Yes	□No		
8. FORCIBLE STOPS	Evaluated 🖂	Action Required	Corrected	
a. Are Area personnel knowledgeable	regarding the policy of	on forcible stops?	⊠Yes	□No
(1) Does the Area follow department	al policy?		⊠Yes	□No
(2) Have forcible stop reports been r	eviewed for complian	ce with policy?	⊠Yes	□No
(a) If forcible stop policy has not b action been taken or training cond		as corrective	□Yes	□No
9. ROADBLOCKS	Evaluated	Action Required	Corrected	
<ul> <li>a. Has the Area worked with allied age roadblocks and deployment of the hollo</li> </ul>		s for establishing	⊠Yes	□No
(1) Are strategic points and personne	el assignments outline	ed?	⊠Yes	□No
(2) Have the officers received instruc	tions on establishing	roadblocks?	⊠Yes	□No
(3) Have interagency training session	s been conducted?		□Yes	⊠No
10. RADIO FAMILIARIZATION	Evaluated 🖂	Action Required	Corrected	
a. Are officers familiar with all aspects	of the radio control he	ead?	⊠Yes	□No
b. Can officers demonstrate how to cha to another Area/Division?	ange the radio from th	eir home Area	⊠Yes	□No
c. Can officers efficiently operate all em	nergency equipment f	rom the radio head?	⊠Yes	□No
11. COMMENTS Section 6. b.1 (a), (b) a inspection. All officers are observed perfo				this
			73111	

COTTONWOOD I.F. CHAPTER 17, OFFICER SAFETY INSPECTION DECEMBER 11, 2008 PAGE ONE

#### 1. COMMAND INVOLVEMENT

Through a discussion with Officer Oster, it was determined that Cottonwood I.F. has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains a few recommendations to enhance the quality of these programs.

#### 2. TRAINING AND CERTIFICATIONS

Officer Oster is the Area's Training Officer and is responsible for overseeing the Area's training program. She is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. All CHP 311 inspections were current. It was determined that not all quarterly training and monthly range shoots had been entered into ETRS as required. Officer Oster provided documentation that quarterly training and policy review had actually been done just not entered into ETRS properly.

## 3. SAFETY EQUIPMENT

The two officers who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, *Officer Safety Manual*.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

COTTONWOOD I.F.
CHAPTER 17, OFFICER SAFETY INSPECTION
DECEMBER 11, 2008
PAGE TWO

#### 4. FIREARMS

Area weapons are not being inspected as required by HPM 70.8, *Firearms Manual*. A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were not current and had not been entered into ETRS. An inventory of ammunition was conducted and revealed the Cottonwood I.F. records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8, *Firearms Manual*.

#### 5. PHYSICAL METHODS OF ARREST

Officers Gamble, #15099, and Kostielney, #14457, were critiqued regarding PMA and side-handle baton techniques. Each officer satisfactorily performed all the tasks on the CHP 199, Officer Safety Certification.

#### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training. COTTONWOOD I.F.
CHAPTER 17, OFFICER SAFETY INSPECTION
DECEMBER 11, 2008
PAGE THREE

#### **ACTION ITEMS**

By addressing the following action items, Cottonwood Inspection Facility will meet the guidelines of this Chapter 17 Inspection:

- 1. Ensure that all training is entered into ETRS.
- 2. Ensure that all weapons inspections are done and entered into ETRS in a timely fashion.

The **ACTION ITEMS** should be completed by January 22, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the Action Items listed above have been corrected.

RYAN HAM, Officer

Northern Division Training Officer

State of California

Business, Transportation and Housing Agency

## Memorandum

Date:

July 1, 2009

To:

Northern Division

7074656427

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Crescent City Area

File No.:

120.10689.11785

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES

MANAGEMENT GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION,

CORRECTIVE ACTION TAKEN

On June 3, 2009, California Highway Patrol, Northern Division personnel, conducted the Highway Patrol Guide (HPG) 22.1, Area Resources Management Guide, Chapter 17, Officer Safety Inspection. The inspection revealed deficiencies in the CHP 311's and uniformed personnel working with expired soft body armor.

Sergeant D. Gray, ID 11785, and Officer L. Depee, ID 15820, ensured Area personnel completed the CHP 311's. Officer Depee then updated the Electronic Training Record System (ETRS) with the correct information. There are a total of four employees that were unavailable to complete the CHP 311's due to extended vacations and 4800.5 time. The CHP 311's will be completed by all Area personnel upon their return to work.

Sergeant Gray checked the nine uniformed personnel with expired soft body armor and determined that only two uniformed personnel actually had expired soft body armor. Officer Depee updated the ETRS with the correct soft body armor information. Sergeant Gray has completed CHP form 41's, CHP form 266A's, and completed a memorandum addressed to CHP Northern Division, requesting new soft body armor be purchased for the two uniformed personnel.

J. LAPTHORNE, Licutenant

Commander

Business, Transportation and Housing Agency

State of California

# Memorandum

Date:

June 08, 2009

To:

Crescent City Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.11292.17197.120

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Ryan Ham, Northern Division Training Officer, on June 03, 2009. The inspection revealed deficiencies that require correction. These deficiencies are identified as Action Items. The action items should be corrected no later than July 08, 2009. Upon completion, Area is requested to prepare a memorandum to Northern Division certifying that the action items were corrected. Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

S. B. BELL

Assistant Chief

Attachments

Department of Californ AREA MANAGEMENT Chapter 17 OFFICER SAFETY	iia Highway Patrol EVALUATION	- 1	Area Crescent City	Division Northern	Number 120	
			valuated By Ofc.		Date 6/3	 1/09
INSTRUCTIONS: Indicate Required" box. If this for dated as deficiencies are blanks as indicated. If ac Summary Statement. The or corrective actions, unnothis form can be completed.	corrected. Answer diditional comments are Summary Statemers	indiv ire n	riceport, the "C vidual items with ecessary, the in hould include si	orrection" box sho "yes" or "no" answ formation can be p gnificant findings,	and/or the buld be initiately or fill in the placed in the accomplishing	"Action aled and in the e
Type of Evaluation	nformal		Suspense Dat			
Follow-up Required ⊠Yes □No	⊠ Correction Repo	ort	Oll	12	4-1	509
	by	_	Commander's	Review	Date	
I. COMMAND INVOLVE				Action Required	Corrected	d
Does the command achieve the lowest poss	sible incidence of inju	iries	incurred by offi	cers?	⊠Yes	□No
(1) Does the commar including use of force	ir 				⊠Yes	□No
(2) Does the safety re	ecord of the comman	d re	flect awareness	of proper tactics?	⊠Yes	□No
(3) Do the officers' Ch contain comments on b. Are the commender:	officer safety?				⊠Yes	□No
<ul> <li>b. Are the commander a physical methods of arre</li> </ul>	est, use of force and	rieas the i	geable of enforc	ement tactics, afety equipment?	⊠Yes	□No
(1) Is this knowledge:	applied properly in c				<u> </u>	
officers and sergeants	5?		_		⊠Yêş	□No
(2) Do the captain and				enforcement skills?	Yes	□No
	officer safety training	$\overline{}$			⊠Yes	□No
	volved in officer safe	ty, v	vhat are the rea	sons?	⊠Yes	□No
TRAINING AND CERTI		$\boxtimes$	luated	Action Required	Corrected	
a. Do training records in	dicate formal training	) has	been received	and certified?	⊠Yes	□No
(1) Do records reflect a for proficiency in enfor the proper use of safet been recorded for:	cement tactics, phys	icalı	methods of arre	et and		
(a) Searching techni	ques?				⊠Yes	□No
(b) Handcuffing?				7	⊠Yes	□No
P 453\$ (Rev 1-96)					P	age 1

(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	 □No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	 □No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	
(a) Is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? The training provide		
adequate and meets departmental requirements.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	—— □No
CHP 453S (Rev 1-96)		age 2
		-5-2

3. SAFETY EQUIPMENT				
	Evaluated	Action Required	Corrected	i
a. Is Oleoresin Capsicum (OC) spray (p     personnel, captain and below, while on-	epper spray) carried duty, in uniform?	by all uniformed	 ⊠Yes	□No
<ol><li>(1) Is OC spray used when the need is sheets when OC spray is utilized to su</li></ol>	s indicated? Are not ibdue a subject?	ations made on booki	ing ⊠Yes	 □No
(2) When an officer is assaulted and a noting the use/nonuse of OC spray on	n injury occurs, are t the CHP 121?	he supervisors	⊠Yes	 □No
(3) Are individuals who are exposed to flushing the affected area with clear was	OC spray decontantate within 30 minute	ninated by s?	⊠Yes	□No
(a) Do Area patrol cars carry at leas	t two 500 mil. bottles	of saline solution?	⊠Yes	— □No
(b) Are officers/sergeants familiar wifirst-aid procedure?	ith the decontaminati	on and	⊠Yes	□No
b. Are officers/sergeants familiar with the	function of their dut	y hoisters?	⊠Yes	□No
<ol> <li>Can officers/sergeants draw and fir looking at the holster, fasten the safety</li> </ol>	e their weapon, reho strap with one hand	Ister and without ?	⊠Yes	_ <del>_</del>
(2) Can officers and sergeants draw, c within one and a half seconds, using or	ycle and reholster the	eir weapons	⊠Yes	□No
(3) Is there personal confirmation by the are unloaded prior to holster-related ex	e testing officer that a ercises?	all weapons	⊠Yes	
<ul> <li>c. Are officers/sergeants proficient in relo and sitting position?</li> </ul>	ading their weapons	from a standing	⊠Yes	□No
d. Do officers/sergeants routinely practice	with their batons?		⊠Yes	□No
(1) Do officers/sergeants carry their bat	ons on all enforceme	ent stops?	⊠Yes	□No
(2) Can officers/sergeants successfully	demonstrate approv	ed baton techniques?		□No
e. Does the majority of uniformed personn			⊠Yes	—— □No
(1) Have active steps been taken to end of the protection afforded by soft body a	ourage nonusers to rmor? N/A	take advantage	□Yes	□No
(2) Were required reports submitted to S for any incidents where body armor was penetrating type instrument? N/A	Supply Services Unit struck by a bullet or	as per policy, other	□Yes	□No
(a) If so, did the involved officer received	ve a complete physic	al examination?	□Yes	□No
f. Are holsters, ammunition, magazines, m case and OC spray projectors inspected in appraisal?	agazine nouches ha	andouffs handouff	 ∐Yes	
(1) Do CHP 311 forms indicate complian	ce?		Yes	⊠No ⊠No
(2) Were deficiencles corrected within 30		on?	⊠Yes	□No
CHP 453S (Rev 1-96)	,			
·			٢	age 3

4. FIREARMS	Evaluated	A		
	$\boxtimes$	Action Required	Corrected	đ
<ul> <li>a. Quarterly review of policy on discharge</li> </ul>		ed with?	⊠Yes	□No
(1) Do officers thoroughly understand			⊠Yes	□No
(a) Do incidents involving firearms s	how proper understa	anding of the policy?	⊠Yes	□No
b. Are shoots conducted as required by	policy?		⊠Yes	
(1) Have steps been taken to correct tr	aining deficiencies?	, ,	⊠Yes	
(2) Are weapons training and maintena	(2) Are weapons training and maintenance records readily available? Current?			□No
(3) Do training records show qualification	(3) Do training records show qualification with all authorized weapons, ammunition types, day/night shoots, etc.?			□No
c. Does the Area have a weapons trainin	g officer?		⊠Yes ⊠Yes	□No
(1) Has the officer completed training for weapons training officers?				□No
(2) Does the officer supervise all shoots?				□No
(3) Is the officer well-organized in his/her training?				□No
(4) is there a designated alternate to the	e weapons training o	officer?	⊠Yes ⊠Yes	□No
(a) Has that officer received Academ			⊠Yes	□No
d. Are range facilities adequate for revolve	er, pistol, rifle, shotg	un and night shoots?		□No
(1) If not, has alternate training been es obtain adequate facilities?	tablished and plans	developed to	□Yes	□No
(a) Do plans follow instructions for rar	nge contract renegot	iations?	□Yes	□No
(b) Have future range needs been con	nsidered?		□Yes	□No
e. Is an effective inventory process for sho	otguns, rifles and am	munition in place?	 ⊠Yes	□No
(1) Have shotguns been inventoried as r			⊠Yes	□No
(a) Are all shotguns accounted for?			⊠Yes	□No
(b) Is maintenance/cleaning done as r	equired?		⊠Yes	□No
(c) Are shotguns fired annually to ensu	ure operable condition	on?	⊠Yes	□No
(2) Have tactical rifles been inventoried a		-	⊠Yes	□No
(a) Are all tactical rifles accounted for?		-	⊠Yes	□No
(b) is maintenance/cleaning done as re	equired?		⊠Yes	□No
(c) Is ammunition only issued at the ra	nge?		⊠Yes	□No
(d) Is there adequate storage when the by on-duty officers?	weapons are not be	eing carried	⊠Yes	□No
(e) Is there an effective method for dail	y assignment and co	entrol?	⊠Yes	□No
CHP 453S (Rev 1-96)				age 4

-	(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	
_	(a) Beginning inventory determined?	⊠Yes	No
_	(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	 ⊠Yes	□No
_	(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
	(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
_	(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
_	(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
_	(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
	(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
_	f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
_	(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	 □No
	g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
	(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	— ⊠Yes	□No
	(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
	(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
	(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yeş	□No
	(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	 □No
	(5) Are records kept undated as training takes place?	⊠Yes	□No
	(6) Is training recorded on the employee's CHP 270?		□No
	(7) Is required information recorded in accordance with established guidelines and instructions?		□No
_	(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yeş	□No

h. Procedure in place which oppures				
<ul> <li>h. Procedure in place which ensures is not involved with the receiving and remaining and remaining area.</li> </ul>	ammunition requisit on inventory?	ion ⊠Yes	□No	
(1) Is a similar procedure in place w training information is not involved w	hich ensures the pers with handling and reco	on recording weapor	is ⊠Yes	
(2) Is access to the ammunition stor the ammunition officer and supervise	ane and inventory roa	ordo limitad ta	——— ⊠Yes	_=_
i. If Area has a resident post (RP), who training of RP officers?	at procedures are use	d to ensure weapons		
(1) If RP handles ammunition, are proper accountability procedures in place?			 □Yes	
j. Are required inspections conducted in			⊠Yes	□No
(1) Is a second inspection of the prin				□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required	Corrected	
a. Do officers practice weaponless defe	ense?		⊠Yes	□No
(1) Are officers familiar with the oppo	nent's five weakest po	pints?	⊠Yes	□No
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?			⊠Yes	 □No
b. Were demonstrations of the following	control techniques b	y officers observed:		
(1) Control holds?			⊠Yes	□No
(2) Punches?			⊠Yes	□No
(3) Strikes?			⊠Yes	□No
(4) Blocks?			⊠Yes	□No
(5) Defensive kicks?			⊠Yes	□No
(6) Defenses against grabs?			 ⊠Yes	□No
(7) Defenses against weapons?			⊠Yes	□No
(8) Ground defense and takedowns?			⊠Yes	
(9) Placing and removing suspects into	and from vehicles?		⊠Yes	□No
(10) Carotid hold? Note: The use of the	e Carotid hold is cu	rrently suspended.	 . □Yes	□No
(a) Are officers following guidelines	for the carotid hold as	listed in policy?	□Yes	□No
(b) Has use of excessive force awar			⊠Yes	□No
c. Were observations of practical handou	iffing techniques mad	e?	⊠Yes	□No
<ol><li>(1) Can officers successfully apply han standing, kneeling, prone or uncoopera</li></ol>	dcuffs to a suspect wative?	ho is	⊠Yes	□No
(2) Are all uniformed personnel knowle	dgeable of policy on I	nandcuffing?	⊠Yes	□No
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d. Are all nersons subjected to about				
d. Are all persons subjected to physica	al arrest searched fo	r offensive weapons	? ⊠Yes	S □No
(1) Has the local jail's experience wi	th CHP arrests been	reviewed?	⊠Yes	B □Nc
(2) Has a demonstration of prelimina (3) Do all officers know policy for sea	ary frisks and search	es been observed?	⊠Yes	
6. ENFORCEMENT TACTICS		e sex?	⊠Yes	□No
	Evaluated 🖂	Action Required	Corrected	ť
a. Do sergeants and officers have known be followed during each of the five level.	is of an enforcement	stop?	d ⊠Yes	□No
<ul> <li>b. Do officers have a constant awarene enforcement stops and when apprehen</li> </ul>	ding suspected or kr	own criminals?	⊠Yes	□No
(1) Were demonstrations of an enforce officers' ability to safely control the sit of the level of hazard presented?	cement stop observe tuation at all times re	d which show the gardless	□Yes	□No
(a) Is the violator stop effectively m	ade?		□Yes	□No
(b) is the violator completely control	olled?		□Yes	□No
(c) Is the prisoner properly prepare	d for transportation?		□Yes	
<ul> <li>c. Is there evidence of preplanning and to prepare beat officers for hostage situa</li> </ul>	Coordination with all		⊠Yes	□No
<ol><li>(1) Do officers understand their role is incident until relieved by the authority</li></ol>	limited to containme	ent of the	⊠Yes	□No
(2) Are officers aware of the need to r		e at all times?	⊠Yes	□No
(3) Are officers knowledgeable of their potential witnesses, control ingress an evacuate the area if required and rend	responsibility to deta	ain	⊠Yes	□No
(4) Were various officers and supervise knowledge of the CHP role in hostage	ors questioned to de		⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
<ul> <li>a. Are all uniformed personnel well-verse conduct of pursuits?</li> </ul>	ed in policy regarding	the		
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
			⊠Yes	□No
(3) Were pursuit critiques checked to de with enforcement guidelines listed in po	licy?		⊠Yes	□No
(a) Where noncompliance is indicated			⊠Yes	□No
b. Does the Area have written guidelines with allied agencies during pursuits?	or plans to ensure p	roper coordination	⊠Yes	□No
CHP 453S (Rev 1-96)			P	age 7

(1) Are any written agreements on f	ile?			. 3
(2) Is Division involved in the planni			Yes	□N
(3) Does the Area have and use a p			⊠Yes	□N
- opcome needs of the command?	district training guide t	allored to the	⊠Yes	□No
8. FORCIBLE STOPS	Evaluated	Action Required	Corrected	
a. Are Area personnel knowledgeable	regarding the policy	on forcible stops?	⊠Yes	□No
(1) Does the Area follow department			 ⊠Yes	□Nc
(2) Have forcible stop reports been re	eviewed for complian	ce with policy?	⊠Yes	□No
(a) If forcible stop policy has not be action been taken or training cond	een complied with the		□Yes	□No
9. ROADBLOCKS	Evaluated	Action Required	Corrected	
<ul> <li>a. Has the Area worked with allied age roadblocks and deployment of the hollo</li> </ul>	ncies to develop plan w spike strip?	s for establishing	⊠Yes	□No
(1) Are strategic points and personne	l assignments outline	ed?	⊠Yes	□No
(2) Have the officers received instruct	tions on establishing	roadblocks?	⊠Yes	□No
(3) Have interagency training session	s been conducted?	2V :	∐Yes	⊠No
10. RADIO FAMILIARIZATION	Evaluated	Action Required	Corrected	
a. Are officers familiar with all aspects of	f the radio control he	ad?	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to cha to another Area/Division?</li> </ul>	nge the radio from th	eir home Area	⊠Yes	
c. Can officers efficiently operate all em	ergency equipment fr	om the radio head?	⊠Yes	□No
<ol> <li>COMMENTS Section 6 b (1) a, b, and not actually observed during this inspection</li> </ol>	c are observed on a	sergeant ride-a-longs		n was
Section 4 i (1) does not apply. Crescel	nt City Area does not	have a resident pos	t.	
		_		
	**			
HP 4535 (Pay 1 06)			1100	

CRESCENT CITY AREA CHAPTER 17, OFFICER SAFETY INSPECTION JUNE 03, 2009 PAGE ONE

### 1. COMMAND INVOLVEMENT

Through a discussion with Officer Depee, it was determined that the Crescent City Area has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains a few recommendations to enhance the quality of these programs.

### 2. TRAINING AND CERTIFICATIONS

Officer Depee is the Area's Training Officer and is responsible for overseeing the Area's training program. He is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. ETRS revealed that there were twenty-three deficient CHP 311 inspections. It was determined that all quarterly training and monthly range shoots were being conducted and entered into ETRS as required.

### 3. SAFETY EQUIPMENT

The two uniformed personnel who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual. According to ETRS, nine uniformed personnel possess expired body armor.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

CRESCENT CITY AREA **CHAPTER 17, OFFICER SAFETY INSPECTION JUNE 03, 2009** PAGE TWO

#### 4. FIREARMS

Area weapons are being inspected as required by HPM 70.8, Firearms Manual. A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were current and had been entered into ETRS. An inventory of ammunition was conducted and revealed the Crescent City Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8, Firearms Manual.

## 5. PHYSICAL METHODS OF ARREST

Officer Brown, #12907, and Officer Lambert, #14945, were critiqued regarding PMA and side-handle baton techniques. Each officer satisfactorily performed all the tasks on the CHP 199, Officer Safety Certification.

#### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training.

CRESCENT CITY AREA CHAPTER 17, OFFICER SAFETY INSPECTION JUNE 03, 2009 PAGE THREE

#### **ACTION ITEMS**

By addressing the following action items, the Crescent City Area will meet the guidelines of this Chapter 17 Inspection:

- Ensure that all CHP 311 inspections are completed and entered into ETRS.
- 2. Ensure uniformed personnel with expired body armor receive replacement body armor as soon as possible.

The ACTION ITEMS should be completed by July 08, 2009. A memorandum shall be completed by the Area and forwarded to Northern Division certifying that the items have been corrected.

RYAN HAM, Officer

Northern Division Training Officer

State of California

#### Memorandum

Date:

September 15, 2009

To:

Susanville Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.10044.17197.140

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Ryan Ham, Northern Division Training Officer, on September 4, 2009. The inspection identified no deficiencies requiring correction. It should be noted that the Susanville Area was extremely well organized and prepared for this inspection. Officer Jeff Schwagerl should be commended for his commitment to the departmental training program, and his efforts are recognized and appreciated. I commend the Susanville Area for a job well done! Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

D. K. HAHN Assistant Chief

Attachments

Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY			ld be Initiale ers, or fill in t aced in the ecomplishme erall impress	ction d and the		
Type of Evaluation  ⊠Formal						
Follow-up Required	☐ Correction Repor	rt		1		
∐Yes ⊠No	by	_	Commander's I	Review	Date	
1 COMMAND INVOLVE	MENT	E/	valuated	Action Required	Corrected	8
Does the command achieve the lowest post	emphasize importand sible incidence of inju	ce o	of proper enforce incurred by office	ment tactics to cers?	⊠Yes	□No
(1) Does the comma including use of force	nder stress importanc 9?	O 60	f proper enforce	ment tactics,	⊠Yes	⊡No
(2) Does the safety re	ecord of the comman	d re	eflect awareness	of proper tactics?	⊠Yes	□No
contain comments or					⊠Yes	□No
b. Are the commander physical methods of arr					⊠Yes	□No
<ol><li>(1) Is this knowledge officers and sergeant</li></ol>	applied properly in cr is?	ritiq	ues of incidents	involving	⊠Yes	□No
(2) Do the captain an	d lieutenants maintai	n m	inimum level of	enforcement skills?	? ⊠Yes	□No
(a) Do they attend	officer safety training	se	ssions?		⊠Yes	□No
(b) If they are not i	nvolved in officer safe	ety,	what are the rea	isons?	⊠Yes	□No
2. TRAINING AND CERT	'IFICATION	Ev	raluated	Action Required	Corrected	
a. Do training records i	ndicate formal training	g ha	as been received	d and certified?	⊠Yes	□No
(1) Do records reflect for proficiency in enfo the proper use of safe been recorded for:	proement tactics, phys	sica	l methods of arre	est, and		
(a) Searching tech	niques?		- CTANGI A		⊠Yes	□No

(a) Searching techniques?

(b) Handcuffing?

□No

⊠Yes

(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	∭No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) Is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? The training prov	ided is	
adequate and meets departmental requirements.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No
CHP 453S (Rev 1-96)		Page 2

3. SAFETY EQUIPMENT	Evaluated 🖂	Action Required	Corrected	
a. Is Oleoresin Capsicum (OC) spray (p personnel, captain and below, while on-	epper spray) carried duty, in uniform?	by all uniformed	⊠Yes	□No
(1) Is OC spray used when the need sheets when OC spray is utilized to s	s indicated? Are not ubdue a subject?	ations made on book	ing ⊠Yes	□No
(2) When an officer is assaulted and a noting the use/nonuse of OC spray or		the supervisors	⊠Yes	□No
(3) Are individuals who are exposed to flushing the affected area with clear was a summary of the clea			⊠Yeş	□No
(a) Do Area patrol cars carry at lea	st two 500 mil. bottle	s of saline solution?	⊠Yes	□No
(b) Are officers/sergeants familiar v first-aid procedure?	vith the decontamina	tion and	⊠Yes	∐No
b. Are officers/sergeants familiar with the	e function of their du	ty holsters?	⊠Yes	□No
(1) Can officers/sergeants draw and f looking at the holster, fasten the safet			⊠Yes	□No
(2) Can officers and sergeants draw, within one and a half seconds, using		neir weapons	⊠Yes	□No
(3) Is there personal confirmation by tare unloaded prior to holster-related e		t all weapons	⊠Yes	□No
c. Are officers/sergeants proficient in re and sitting position?	loading their weapon	s from a standing	⊠Yes	□No
d. Do officers/sergeants routinely practi	ce with their batons?		⊠Yes	□No
(1) Do officers/sergeants carry their b.	atons on all enforcen	nent stops?	⊠Yes	□No
(2) Can officers/sergeants successfull	y demonstrate appro	ved baton technique:	s? ⊠Yes	□No
e. Does the majority of uniformed perso	nnel routinely wear t	oody armor?	⊠Yes	□No
(1) Have active steps been taken to e of the protection afforded by soft body	ncourage nonusers t armor? N/A	o take advantage	∐Yes	□No
(2) Were required reports submitted to for any incidents where body armor w penetrating type instrument? N/A			∐Yes	∐No
(a) If so, did the involved officer rec	eive a complete phys	sical examination?	□Yes	□No
f. Are holsters, ammunition, magazines, case and OC spray projectors inspected appraisal?	magazine pouches, in conjunction with t	handcuffs, handcuff he annual performan	ce ⊠Yes	□No
(1) Do CHP 311 forms indicate compl	ance?		⊠Yes	□No
(2) Were deficiencies corrected within	30 days of the inspe	ection?	⊠Yes	□No
CHD 4539 (Rev. 1-96)				Page 3

4. FIREARMS	Evaluated	Action Required	Corrected	
a. Quarterly review of policy on dischar	ge of firearms compli	ed with?	⊠Yes	□No
(1) Do officers thoroughly understand	the policy?		⊠Yes	□No
(a) Do incidents involving firearms	show proper underst	anding of the policy?	⊠Yes	□No
b. Are shoots conducted as required by	policy?		⊠Yes	□No
(1) Have steps been taken to correct	training deficiencies?	)	⊠Yes	□No
(2) Are weapons training and mainter	nance records readily	available? Current?	Yes	□No
(3) Do training records show qualification with all authorized weapons, ammunition types, day/night shoots, etc.?				□No
c. Does the Area have a weapons train	ing officer?		⊠Yes	□No
(1) Has the officer completed training	for weapons training	officers?	⊠Yes	□No
(2) Does the officer supervise all shoot	ots?		⊠Yes	□No
(3) Is the officer well-organized in his	her training?	1.70-12	⊠Yes	□No
(4) Is there a designated alternate to	the weapons training	officer?	⊠Yes	□No
(a) Has that officer received Academy training?			⊠Yes	□No
d. Are range facilities adequate for revolver, pistol, rifle, shotgun and night shoots?			s? ⊠Yes	□No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?			∐Yes	□No
(a) Do plans follow instructions for	range contract reneg	otiations?	∐Yes	□No
(b) Have future range needs been	considered?	1100	□Yes	□No
e. Is an effective inventory process for	shotguns, rifles and a	mmunition in place?	⊠Yes	□No
(1) Have shotguns been inventoried a	s required?		⊠Yes	□No
(a) Are all shotguns accounted for?	Ē:	20-27% 20-27-20-2	⊠Yes	□No
(b) Is maintenance/cleaning done a	s required?		⊠Yes	□No
(c) Are shotguns fired annually to e	nsure operable cond	ition?	⊠Yes	□No
(2) Have tactical rifles been inventorie	ed as required?	2) 	⊠Yes	□No
(a) Are all tactical rifles accounted	for?		⊠Yes	□No
(b) Is maintenance/cleaning done a	s required?		⊠Yes	□No
(c) Is ammunition only issued at the	e range?		⊠Yes	□No
(d) Is there adequate storage wher by on-duty officers?	the weapons are no	t being carried	⊠Yes	□No
(e) Is there an effective method for	daily assignment and	d control?	⊠Yes	□No
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(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
(a) Beginning inventory determined?	⊠Yes	□No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	∐No
f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	∐No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
(5) Are records kept undated as training takes place?	⊠Yes	□No
(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No

OI HOER BALETI				
h. Procedure in place which ensures per is not involved with the receiving and receiving	on ⊠Yes	□No		
(1) Is a similar procedure in place whi training information is not involved wit	ch ensures the person th handling and recor	on recording weapon ding ammunition?	s ⊠Yes	□No
(2) Is access to the ammunition storage the ammunition officer and supervisor			⊠Yes	□No
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?			⊠Yes	□No
(1) If RP handles ammunition, are pro	oper accountability p	rocedures in place?	⊠Yes	□No
j. Are required inspections conducted in	conjunction with the	annual 118?	⊠Yes	□No
(1) Is a second inspection of the prim	ary firearm conducte	d every six months?	⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required	Corrected	
a. Do officers practiće weaponless defe	nse?		⊠Yes	□No
(1) Are officers familiar with the oppor	nent's five weakest po	oints?	⊠Yes	□No
(2) Have officers with previous assaul themselves with weaponless defense		familiarized	⊠Yes	∏No
b. Were demonstrations of the following	control techniques t	y officers observed:		
(1) Control holds?		***************************************	⊠Yes	□No
(2) Punches?			⊠Yes	□No
(3) Strikes?			⊠Yes	□No
(4) Blocks?		Y41147	⊠Yes	□No
(5) Defensive kicks?			⊠Yes	□No
(6) Defenses against grabs?		1	⊠Yes	□No
(7) Defenses against weapons?			⊠Yes	□No
(8) Ground defense and takedowns?	****		⊠Yes	□No
(9) Placing and removing suspects int	o and from vehicles?		⊠Yes	∐No
(10) Carotid hold? Note: The use of the	ne Carotid hold is c	urrently suspended	d. ∐Yes	□No
(a) Are officers following guidelines	for the carotid hold a	as listed in policy?	∐Yes	□No
(b) Has use of excessive force awa	reness training been	conducted?	⊠Yes	□No
c. Were observations of practical hando	uffing techniques ma	de?	⊠Yes	□No
(1) Can officers successfully apply has standing, kneeling, prone or uncooper		who is	⊠Yes	□No
(2) Are all uniformed personnel knowle	edgeable of policy or	handcuffing?	⊠Yes	□No
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d. Are all persons subjected to physical	arrest searched for	offensive weapons?	⊠Yes	□No
(1) Has the local jail's experience with	CHP arrests been r	eviewed?	⊠Yes	□No
(2) Has a demonstration of preliminar	y frisks and searches	s been observed?	⊠Yes	□No
(3) Do all officers know policy for sear			⊠Yes	□No
6. ENFORCEMENT TACTICS Evaluated Action Required □				
a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five levels of an enforcement stop?			⊠Yes	□No
<ul> <li>b. Do officers have a constant awarene enforcement stops and when apprehence</li> </ul>	ss of their personal s ling suspected or kno	afety during own criminals?	⊠Yes	□No
(1) Were demonstrations of an enforc officers' ability to safely control the sit of the level of hazard presented?	ement stop observed uation at all times req	l which show the gardless	∐Yes	□No
(a) Is the violator stop effectively m	ade?		∐Yes	□No
(b) is the violator completely control	lled?		∐Yes	□No
(c) Is the prisoner properly prepare	d for transportation?		∐,Yes	⊡No
c. Is there evidence of preplanning and to prepare beat officers for hostage situation	coordination with alli	ed agencies	⊠Yes	□No
(1) Do officers understand their role is incident until relieved by the authority	limited to containme having jurisdiction?	ent of the	⊠Yes	□No
(2) Are officers aware of the need to maintain fire discipline at all times?			⊠Yes	□No
(3) Are officers knowledgeable of their potential witnesses, control ingress ar evacuate the area if required and rend	nd egress to the scer	ie,	⊠Yes	□No
(4) Were various officers and supervis		termine their	⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
Are all uniformed personnel well-vers conduct of pursuits?	ed in policy regardin	g the	⊠Yes	□No
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?	- 2		⊠Yes	□No
(3) Were pursuit critiques checked to with enforcement guidelines listed in p		uits comply	⊠Yes	□No
(a) Where noncompliance is indicat	ed, were corrective a	octions taken?	⊠Yes	□No
b. Does the Area have written guideline with allied agencies during pursuits?	s or plans to ensure	proper coordination	⊠Yes	□No
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## AREA MANAGEMENT EVALUATION Chapter 17

(1) Are any written agreements on file?  (2) Is Division involved in the planning process?	F-0.4	
	⊠Yes	□No
to be the second to the	⊠Yes	□No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	⊠Yes	□No
8. FORCIBLE STOPS Evaluated Action Required Co	orrected	
Are Area personnel knowledgeable regarding the policy on forcible stops?	⊠Yes	□No
(1) Does the Area follow departmental policy?	⊠Yes	□No
(2) Have forcible stop reports been reviewed for compliance with policy?	⊠Yes	□No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	∐Yes	□No
9. ROADBLOCKS Evaluated Action Required Co	orrected	
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	⊠Yes	□No
(1) Are strategic points and personnel assignments outlined?	⊠Yes	□No
(2) Have the officers received instructions on establishing roadblocks?	⊠Yes	□No
(3) Have interagency training sessions been conducted?	∐Yes	⊠No
10. RADIO FAMILIARIZATION Evaluated	orrected 	
a. Are officers familiar with all aspects of the radio control head?	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> </ul>	⊠Yes	□No
b. Can officers demonstrate how to change the radio from their home Area	⊠Yes ⊠Yes	□No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No
<ul> <li>b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?</li> <li>c. Can officers efficiently operate all emergency equipment from the radio head?</li> <li>11. COMMENTS Section 6 b (1) a, b, and c are observed on sergeant ride-a-longs. To the radio head?</li> </ul>	⊠Yes	□No

SUSANVILLE AREA CHAPTER 17, OFFICER SAFETY INSPECTION SEPTEMBER 04, 2009 PAGE ONE

#### 1. COMMAND INVOLVEMENT

Through a discussion with Officer J. Schwagerl, it was determined that the Susanville Area has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains no recommendations to enhance the quality of these programs.

#### 2. TRAINING AND CERTIFICATIONS

Officer J. Schwagerl is the Area's Training Officer and is responsible for overseeing the Area's training program. He is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. It was determined that all quarterly training had been entered into ETRS as required. The Area's training records were found to be very well organized and the inspection revealed no discrepancies. Officer J. Schwagerl should be commended for his efforts in monitoring the program and maintaining the records in a well organized manner.

#### 3. SAFETY EQUIPMENT

The two uniformed personnel who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresia Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

SUSANVILLE AREA CHAPTER 17, OFFICER SAFETY INSPECTION SEPTEMBER 04, 2009 PAGE TWO

#### 4. FIREARMS

Area weapons are being inspected as required by HPM 70.8, Firearms Manual. A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were current and had been entered into ETRS. An inventory of ammunition was conducted and revealed the Susanville Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8.

#### 5. PHYSICAL METHODS OF ARREST

Officer Hester, #16622, and Officer Glucklich, #16322, were critiqued regarding PMA and side-handle baton techniques. Each officer satisfactorily performed all the tasks on the CHP 199, Officer Safety Certification.

#### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training.

SUSANVILLE AREA CHAPTER 17, OFFICER SAFETY INSPECTION SEPTEMBER 04, 2009 PAGE THREE

#### **ACTION ITEMS**

There are no required action items for this Chapter 17 Inspection. It was apparent that Officer J. Schwagerl takes pride in maintaining all Area records in a well organized manner and ensures that all training is provided and documented in a timely fashion.

RYAN HAM, Officer

Northern Division Training Officer

#### Memorandum

Date:

September 15, 2009

To:

Humboldt Area

From:

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

Northern Division

File No.:

101.11292.17197.125

Sell

Subject:

HIGHWAY PATROL GUIDE (HPG) 22.1, AREA RESOURCES MANAGEMENT

GUIDE, CHAPTER 17, OFFICER SAFETY INSPECTION

Attached you will find a copy of the HPG 22.1, Chapter 17, Officer Safety Inspection, report prepared by Officer Ryan Ham, Northern Division Training Officer, on September 2, 2009. The inspection identified no deficiencies requiring correction. It should be noted that the Humboldt Area was extremely well organized and prepared for this inspection. Sergeant Daniel Kyle should be commended for his commitment to the departmental training program, and his efforts are recognized and appreciated. I commend the Humboldt Area for a job well done! Should you have any questions or concerns, please contact me or Lieutenant Tim Saxon at (530) 225-2715.

S. B. BELL

Assistant Chief

Attachments

Department of California Highway Patrol AREA MANAGEMENT EVALUATION Chapter 17 OFFICER SAFETY	Area Humboldt	Division Northern	Number 125	
	Evaluated By Ofc. Ham Date 9/2/09			
INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action				

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation ☐	Informal	Suspense Dat	e 10/15/09		
Follow-up Required	☐ Correction Repo	rt			
☐Yes ⊠No	by	Commander's	Review	Date	)
1. COMMAND INVOLVE	EMENT	Evaluated	Action Required	Corrected	
a. Does the command achieve the lowest pos				⊠Yes	□No
(1) Does the comma including use of force	ander stress importance?	ce of proper enforce	ement tactics,	⊠Yes	□No
(2) Does the safety	ecord of the comman	d reflect awarenes	s of proper tactics?	⊠Yes	□No
(3) Do the officers' C contain comments o	CHP 100 forms and Ch n officer safety?	HP 118s, Performa	nce Appraisals,	⊠Yes	□No
b. Are the commander physical methods of ar		•		⊠Yes	□No
(1) Is this knowledge officers and sergean	e applied properly in cits?	ritiques of incidents	involving	⊠Yes	□No
(2) Do the captain ar	nd lieutenants maintai	n minimum level of	enforcement skills	? ⊠Yes	□No
(a) Do they attend	officer safety training	sessions?		⊠Yes	□No
(b) If they are not	involved in officer safe	ety, what are the re	asons?	⊠Yes	□No
2. TRAINING AND CER	TIFICATION	Evaluated	Action Required	Corrected	
a. Do training records	indicate formal trainin	g has been receive	d and certified?	⊠Yes	□No
for proficiency in enfo	t annual certification of procement tactics, physicity equipment (use of	sical methods of an	rest, and		
(a) Searching tech	iniques?			⊠Yes	□No
(b) Handcuffing?				⊠Yes	□No
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(c) Use of safety equipment?	⊠Yes	□No
(d) Suspect control?	⊠Yes	□No
(e) High risk and felony stops?	⊠Yes	□No
(f) Hostage control?	⊠Yes	□No
(g) Prisoner transportation?	⊠Yes	□No
(h) Radio control head operation?	⊠Yes	□No
(2) Is the command dedicating enough time toward training?	⊠Yes	□No
(a) Do training records show current certifications for officers and sergeants?	⊠Yes	□No
(b) Is follow-up established to ensure timely recertification of all officers and sergeants?	⊠Yes	□No
b. Do Area supervisors review 121s, 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	⊠Yes	□No
(1) Are well-handled incidents recorded for future training purposes?	⊠Yes	□No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	⊠Yes	□No
(a) Does an examination of 100 forms, 118s and citizen complaints indicate a thorough review is being made?	⊠Yes	□No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	⊠Yes	□No
c. Is refresher training required prior to certification?	⊠Yes	□No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	⊠Yes	□No
(a) Is any pattern of training weakness apparent?	□Yes	⊠No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	⊠Yes	□No
d. Does the command have an adequate number of instructors?	⊠Yes	□No
(1) Is instructor proficiency maintained?	⊠Yes	□No
(2) Has an individual been given responsibility for the program?	⊠Yes	□No
(a) Does that individual ensure the quality and proficiency is maintained?	⊠Yes	□No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	⊠Yes	□No
(4) What is the quality and quantity of the training being given? The training provi	ded is	
adequate and meets departmental requirements.		
(5) Have the supervisor and his/her alternate received proper training?	⊠Yes	□No
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3. SAFETY EQUIPMENT		Evaluated ⊠	Action Required	Corrected	
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on-duty, in uniform?					□No
(1) Is OC spray used when the need sheets when OC spray is utilized to s			ations made on book	ing ⊠Yes	□No
(2) When an officer is assaulted and noting the use/nonuse of OC spray of			he supervisors	⊠Yes	□No
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?					□No
(a) Do Area patrol cars carry at lea	ast	two 500 mil. bottles	of saline solution?	⊠Yes	□No
(b) Are officers/sergeants familiar v first-aid procedure?	with	n the decontaminat	ion and	⊠Yes	□No
b. Are officers/sergeants familiar with the	he	function of their du	ty holsters?	⊠Yes	□No
(1) Can officers/sergeants draw and f looking at the holster, fasten the safe				⊠Yes	□No
(2) Can officers and sergeants draw, within one and a half seconds, using			eir weapons	⊠Yes	□No
(3) Is there personal confirmation by tare unloaded prior to holster-related expressions.			all weapons	⊠Yes	□No
c. Are officers/sergeants proficient in re and sitting position?	eloa	ading their weapons	s from a standing	⊠Yes	□No
d. Do officers/sergeants routinely practi	tice	with their batons?		⊠Yes	□No
(1) Do officers/sergeants carry their batons on all enforcement stops?				⊠Yes	□No
(2) Can officers/sergeants successful	lly d	demonstrate appro	ved baton techniques	s? ⊠Yes	□No
e. Does the majority of uniformed perso	onn	el routinely wear b	ody armor?	⊠Yes	□No
(1) Have active steps been taken to e of the protection afforded by soft body	enc ly a	ourage nonusers to rmor? N/A	take advantage	∐Yes	□No
(2) Were required reports submitted to for any incidents where body armor w penetrating type instrument? N/A				∐Yes	□No
(a) If so, did the involved officer rec	ceiv	ve a complete phys	ical examination?	∐Yes	□No
f. Are holsters, ammunition, magazines, case and OC spray projectors inspected appraisal?				ce ⊠Yes	□No
(1) Do CHP 311 forms indicate compli	lian	ice?		⊠Yes	□No
(2) Were deficiencies corrected within	า 30	days of the inspe	ction?	⊠Yes	□No
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4. FIREARMS		Evaluated	Action Required	Corrected	
a. Quarterly review of policy on disch	narç	ge of firearms compli	ed with?	⊠Yes	□No
(1) Do officers thoroughly understa	nd	the policy?		⊠Yes	□No
(a) Do incidents involving firearm	าร ร	show proper underst	anding of the policy?	⊠Yes	□No
b. Are shoots conducted as required	bу	policy?		⊠Yes	□No
(1) Have steps been taken to corre	ct t	raining deficiencies?		⊠Yes	□No
(2) Are weapons training and maint	ten	ance records readily	available? Current?	⊠Yes	□No
(3) Do training records show qualification ammunition types, day/night shoots			d weapons,	⊠Yes	□No
c. Does the Area have a weapons tra	ainir	ng officer?		⊠Yes	□No
(1) Has the officer completed training	ng 1	or weapons training	officers?	⊠Yes	□No
(2) Does the officer supervise all sh	100	ts?		⊠Yes	□No
(3) Is the officer well-organized in h	is/h	er training?		⊠Yes	□No
(4) Is there a designated alternate to	o th	ne weapons training	officer?	⊠Yes	□No
(a) Has that officer received Acad	den	ny training?		⊠Yes	□No
d. Are range facilities adequate for re-	vol	ver, pistol, rifle, shot	gun and night shoots	? \(\text{Yes}\)	□No
(1) If not, has alternate training been obtain adequate facilities?	n e	stablished and plans	s developed to	∐Yes	□No
(a) Do plans follow instructions fo	or ra	ange contract renego	otiations?	□Yes	□No
(b) Have future range needs been considered?					□No
e. Is an effective inventory process for shotguns, rifles and ammunition in place?				⊠Yes	□No
(1) Have shotguns been inventoried	as	required?		⊠Yes	□No
(a) Are all shotguns accounted fo	r?			⊠Yes	□No
· (b) Is maintenance/cleaning done	e as	required?		⊠Yes	□No
(c) Are shotguns fired annually to	en	sure operable condi	tion?	⊠Yes	□No
(2) Have tactical rifles been inventor	riec	as required?		⊠Yes	□No
(a) Are all tactical rifles accounted	d fo	r?		⊠Yes	□No
(b) Is maintenance/cleaning done	as	required?		⊠Yes	□No
(c) Is ammunition only issued at the	he	range?		⊠Yes	□No
(d) Is there adequate storage when	en t	he weapons are not	being carried	⊠Yes	□No
(e) Is there an effective method fo	or d	aily assignment and	control?	⊠Yes	□No
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(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	⊠Yes	□No
(a) Beginning inventory determined?	⊠Yes	□No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	⊠Yes	□No
(c) Has the total rounds issued per ammunition records been determined?	⊠Yes	□No
(d) Has a physical inventory of ammunition been taken?	⊠Yes	□No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	⊠Yes	□No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	⊠Yes	□No
(g) Has the mathematical accuracy of the inventory records been tested?	⊠Yes	□No
(h) When ammunition orders are received, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted and receipt acknowledged immediately upon delivery?	⊠Yes	□No
f. Is policy adhered to requiring firearms not be drawn, loaded, unloaded or dry fired except in the clearing tube?	⊠Yes	□No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	⊠Yes	□No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the recorded information?	⊠Yes	□No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	⊠Yes	□No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	⊠Yes	□No
(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	⊠Yes	□No
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	⊠Yes	□No
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	⊠Yes	□No
(5) Are records kept undated as training takes place?	⊠Yes	□No
(6) Is training recorded on the employee's CHP 270?	⊠Yes	□No
(7) Is required information recorded in accordance with established guidelines and instructions?	⊠Yes	□No
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	⊠Yes	□No

h. Procedure in place which ensures per is not involved with the receiving and receivi	on ⊠Yes	□No		
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?				□No
(2) Is access to the ammunition storagether the ammunition officer and supervisor			⊠Yes	□No
<ul><li>i. If Area has a resident post (RP), what training of RP officers?</li></ul>	procedures are use	d to ensure weapons	⊠Yes	□No
(1) If RP handles ammunition, are pro	oper accountability p	rocedures in place?	⊠Yes	□No
j. Are required inspections conducted in	conjunction with the	annual 118?	⊠Yes	□No
(1) Is a second inspection of the prim	ary firearm conducte	d every six months?	⊠Yes	□No
5. PHYSICAL METHODS OF ARREST	Evaluated	Action Required	Corrected	
a. Do officers practice weaponless defe	nse?		⊠Yes	□No
(1) Are officers familiar with the oppor	nent's five weakest po	oints?	⊠Yes	□No
(2) Have officers with previous assaul themselves with weaponless defense		familiarized	⊠Yes	□No
b. Were demonstrations of the following control techniques by officers observed:				
(1) Control holds?				□No
(2) Punches?			⊠Yes	□No
(3) Strikes?			⊠Yes	□No
(4) Blocks?				□No
(5) Defensive kicks?			⊠Yes	□No
(6) Defenses against grabs?			⊠Yes	□No
(7) Defenses against weapons?			⊠Yes	□No
(8) Ground defense and takedowns?			⊠Yes	□No
(9) Placing and removing suspects into	o and from vehicles?		⊠Yes	□No
(10) Carotid hold? Note: The use of the	ne Carotid hold is c	urrently suspended	d. 🗌 Yes	□No
(a) Are officers following guidelines	for the carotid hold a	s listed in policy?	□Yes	□No
(b) Has use of excessive force awareness training been conducted?			⊠Yes	□No
c. Were observations of practical handcuffing techniques made?			⊠Yes	□No
(1) Can officers successfully apply har standing, kneeling, prone or uncooper		who is	⊠Yes	□No
(2) Are all uniformed personnel knowle	edgeable of policy on	handcuffing?	⊠Yes	□No
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d. Are all persons subjected to physical	⊠Yes	□No		
(1) Has the local jail's experience with CHP arrests been reviewed?				□No
(2) Has a demonstration of preliminar	y frisks and searche	s been observed?	⊠Yes	□No
(3) Do all officers know policy for sea	rches of the opposite	sex?	⊠Yes	□No
6. ENFORCEMENT TACTICS	Evaluated	Action Required	Corrected	
<ul> <li>Do sergeants and officers have know be followed during each of the five level</li> </ul>			I ⊠Yes	□No
b. Do officers have a constant awarene enforcement stops and when apprehence			⊠Yes	□No
(1) Were demonstrations of an enforce officers' ability to safely control the sit of the level of hazard presented?			□Yes	□No
(a) Is the violator stop effectively m	ade?		□Yes	□No
(b) Is the violator completely control	olled?		□Yes	□No
(c) Is the prisoner properly prepare	d for transportation?		□Yes	□No
c. Is there evidence of preplanning and coordination with allied agencies to prepare beat officers for hostage situations?				□No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?				□No
(2) Are officers aware of the need to maintain fire discipline at all times?				□No
(3) Are officers knowledgeable of their potential witnesses, control ingress arevacuate the area if required and rendered.	⊠Yes	□No		
(4) Were various officers and supervis		etermine their	⊠Yes	□No
7. PURSUITS	Evaluated	Action Required	Corrected	
a. Are all uniformed personnel well-vers conduct of pursuits?	ed in policy regardin	g the	⊠Yes	□No
(1) Number of units?			⊠Yes	□No
(2) When to discontinue?			⊠Yes	□No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?			⊠Yes	□No
(a) Where noncompliance is indicat	ed, were corrective a	actions taken?	⊠Yes	□No
b. Does the Area have written guidelines with allied agencies during pursuits?	s or plans to ensure	proper coordination	⊠Yes	□No
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(1) Are any written agreements on file	e?		⊠Yes	□No	
(2) Is Division involved in the planning process?			⊠Yes	□No	
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?				□No	
8. FORCIBLE STOPS	8. FORCIBLE STOPS Evaluated Action Required				
a. Are Area personnel knowledgeable r	egarding the policy o	n forcible stops?	⊠Yes	□No	
(1) Does the Area follow departments	al policy?		⊠Yes	□No	
(2) Have forcible stop reports been re	eviewed for complian	ce with policy?	⊠Yes	□No	
(a) If forcible stop policy has not be action been taken or training condu		as corrective	□Yes	□No	
9. ROADBLOCKS	Evaluated	Action Required	Corrected		
An as the Area worked with allied ager roadblocks and deployment of the hollogen.		s for establishing	⊠Yes	□No	
(1) Are strategic points and personne	l assignments outline	ed?	⊠Yes	□No	
(2) Have the officers received instruct	ions on establishing	roadblocks?	⊠Yes	□No	
(3) Have interagency training session	s been conducted?		□Yes	⊠No	
10. RADIO FAMILIARIZATION	Evaluated	Action Required	Corrected		
a. Are officers familiar with all aspects of	⊠Yes	□No			
b. Can officers demonstrate how to cha to another Area/Division?	nge the radio from th	eir home Area	⊠Yes	□No	
c. Can officers efficiently operate all em	ergency equipment f	rom the radio head?	⊠Yes	□No	
11. COMMENTS Section 6 b (1) a, b, an not actually observed during this inspection		sergeant ride-a-longs	s. This section	on was	
		- Jellie			
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#### 1. COMMAND INVOLVEMENT

Through a discussion with Sergeant Kyle, it was determined that the Humboldt Area has a genuine interest toward the Officer Safety and Weapons Training programs. This inspection contains no recommendations to enhance the quality of these programs.

#### 2. TRAINING AND CERTIFICATIONS

Sergeant Kyle is the Area's Training Sergeant and is responsible for overseeing the Area's training program. He is responsible for entering all of the training into the Employee Training Records System (ETRS). Area CHP 270, Service Record, records were reviewed in ETRS. It was determined that all quarterly training had been entered into ETRS as required. The Area's training records were found to be very well organized and the inspection revealed no discrepancies. Sergeant Kyle should be commended for his efforts in monitoring the program and maintaining the records in a well organized manner.

#### 3. SAFETY EQUIPMENT

The two uniformed personnel who performed Physical Methods of Arrest (PMA) techniques were questioned in regard to the use of Oleoresin Capsicum (O.C.) spray. They had a good knowledge of Highway Patrol Manual (HPM) 70.6, Officer Safety Manual.

Two Area patrol vehicles were checked and found to be clean and organized. CHP 33, *Driver's Equipment Check*, books were present for both vehicles and contained up-to-date information. Both vehicles contained shotguns and rifles that were well maintained and stored in the vehicle properly. Both vehicles contained the proper amount of current saline within the trunks.

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#### 4. FIREARMS

Area weapons are being inspected as required by HPM 70.8, *Firearms Manual*. A review of the weapons inspection records within ETRS was conducted. It was determined that the inspections for the departmental weapons were current and had been entered into ETRS. An inventory of ammunition was conducted and revealed the Humboldt Area's records matched exactly and quarterly audits are being conducted. There is a separation of duties for handling ammunition as required per HPM 70.8.

#### 5. PHYSICAL METHODS OF ARREST

Officer Nelson, #14428, and Officer Dammann, #11998, were critiqued regarding PMA and side-handle baton techniques. Each officer satisfactorily performed all the tasks on the CHP 199, *Officer Safety Certification*.

#### 6. SUMMARY

Area Management continues to demonstrate a high level of enthusiasm toward the Area Officer Safety and Weapons Training programs and is involved in all aspects of training. HUMBOLDT AREA CHAPTER 17, OFFICER SAFETY INSPECTION SEPTEMBER 02, 2009 PAGE THREE

#### **ACTION ITEMS**

There are no required action items for this Chapter 17 Inspection. It was apparent that Sergeant Kyle takes pride in maintaining all Area records in a well organized manner and ensures that all training is provided and documented in a timely fashion.

RYAN HAM, Officer

Northern Division Training Officer